

SCOTTSBLUFF PUBLIC SCHOOLS
Scottsbluff, Nebraska

MONEY IN SCHOOL BUILDINGS

Monies collected by School District employees and by student treasurers shall be handled with prudent business procedures both to demonstrate the ability of School System employees to operate in that fashion and to teach such procedures to our students.

All monies collected shall be receipted and accounted for and directed without delay, to the proper location of deposit.

The Superintendent or designee is directed to develop administrative procedures which will adequately inform employees of the proper procedures to be followed and of the necessity of following them.

Approved: 12/09/02

Reviewed:

Revised: