

NONINSTRUCTIONAL OPERATIONS AND BUSINESS SERVICES

Series 700

POLICY TITLE CASH IN SCHOOL BUILDINGS

No. 702

The amount of cash that may be kept in the school building for any one day is sufficient for that day's operations. Funds raised by students are kept in the Student Activity Fund.

A minimal amount of cash is kept in the central administration office at the close of the day. Excess cash is deposited in the authorized depository of the school district.

It is the responsibility of the Chief Financial Officer to develop administrative regulations to determine the amount of cash necessary for each day's operations, to establish any necessary petty cash accounts, to determine how often deposits must be made, and to comply with this policy.

Legal Reference: Iowa Code § 279.8.

Cross Reference: 701.1 Depository of Funds
704 Revenue

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