

**CASH IN SCHOOL BUILDINGS**

All moneys collected within the district's schools shall be handled in a proper fiscal manner and prudently safeguarded.

Money collected for any purpose will be submitted to the school principal or designee, who will provide for its proper deposit. Money should never be left in a desk or classroom. When a teacher or other school employee collects money from pupils for any purpose, that employee shall be held responsible for that money until the employee turns it over to a person responsible for receiving and depositing money.

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Adopted: 8-12-99 Re-adopted 6-28-12

Cross Refs: DG, Depository of Funds

Legal Refs: § 110.010, RSMo.

Dent-Phelps R-III School District, Salem, Missouri