

**MONEY IN SCHOOL BUILDINGS**

Each school should develop procedures for money handling which will promote good and prudent business practices and teach commercial money handling practices to the students.

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

In no case shall monies be left overnight in schools except in safes provided for safekeeping of valuables. Monies collected at a school site should be receipted and deposited in a bank at the earliest possible time. All schools shall be responsible for making bank deposits after regular banking hours in order to avoid leaving money in school overnight.

**LEGAL REFERENCE****CALIFORNIA EDUCATION CODE**

- 48933 Deposit or investment of student funds
- 48936 Additional uses of student funds
- 48937 Supervision and audit of student funds
- 48938 Trustee for funds of unorganized student body