

Tyrone Area School District

TITLE: SPECIAL PURPOSE FUNDS

ADOPTED:

REVISED:

	618. SPECIAL PURPOSE FUNDS
1.Purpose	It is the purpose of this policy to establish financial supervision and controls for the administration of the various activities that involve Special Purpose Funds.
2.Authority SC 511(d)	School accounts, except for the district, the cafeteria, the athletic association and vocational accounts must be deposited in one account called the Tyrone Area High School Bank.
3.Responsibility	The treasurer of each class, club, organization or activity in the high school must deposit all money collected with the high school banker in the name of the organization.
4.Guidelines	<p>All payments must be made by check, co-signed by the high school principal and the high school banker and issued only upon a voucher request signed by the faculty advisor and the treasurer of the organization involved so that the account can be audited by the school district auditor.</p> <p>Teachers are instructed to safeguard all funds; money should not be left in desks overnight or over weekends.</p>
School Code 440.1, 504, 511	
Board Policy No. 808	