

**HOOKSETT SCHOOL DISTRICT
CASH IN THE SCHOOL BUILDING**

Monies collected by school employees shall be handled with sound business procedures. All monies collected shall be receipted and accounted for. Prudent measures shall be taken for monies that are left in the school overnight. The Principal shall take measures to insure regular and routine deposits to avoid large sums of money from being stored in the building overnight.

Adopted: December 21, 1999
Reviewed: May 16, 2023
Revised: April 16, 2024