

**FISCAL MANAGEMENT AND NON-INSTRUCTIONAL OPERATIONS** **3000**

INCOME 3200

GATE RECEIPTS AND ADMISSIONS 3203

Admission receipts of school events shall be adequately controlled. The principal and/or the athletic director are responsible for the administration and supervision of all public school events for which an admission is charged.

The principal and/or the athletic director shall maintain adequate records of accounting data for subsequent review and analysis.

The superintendent requires deposit of all funds within the next business day.

Approved: 8/21/17