

3290

INCOME FROM SCHOOL SHOP SALES AND SERVICES

The services and products provided through the district's various vocational programs are not designed to be competitive with local businesses nor to produce revenue for the district, however, when such services and products are made available, the customer will be charged an amount sufficient to cover costs of materials, supplies, and any parts used. Charges, except for materials and parts, will be waived for students enrolled in the course and non-profit organizations. Money received from customers will be turned in to the building administrator for deposit in a designated depository.

Receipts will be deposited within seven days. A copy of the checks being deposited must accompany the deposit slip and kept at each school. Each month, the school will reconcile its' student activity account. Upon completion of the reconciliation, a copy of the bank statement and deposit slips (with associated copies of deposited checks) will be forwarded to the Business Office.

Proposed: 8/11/87

Adopted: 9/8/87

Revised: 10/12/05

Revised: 10/09/13