

Policy No.: 607.06
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COLLECTION OF MONEY BY TEACHERS

In most instances teachers will not be required to collect money. Money that is collected by a classroom teacher will be brought to the office daily and not left in the room. Students will pay the office for items purchased and a receipt will be given for the purchases. No money is to be left in classrooms overnight.

Teachers may be required to collect money from students for the following: school insurance, field trip lunches, fund raisers, and lost or damaged books or equipment.

Teacher sponsors of student government, productions, dances, athletic events, or other grade level or school-wide activities may be required to handle funds associated with these activities. Teachers will be aware of, and comply with, provisions of the district's policy on student fees.

Cross Reference: Student Fees
 Student Activities