FILE: DFE

MEDFORD AREA PUBLIC SCHOOL DISTRICT

DATE ADOPTED: October 8, 1991 FILE SECTOR: FISCAL MANAGEMENT

DATE REVISED: September 18, 2003 POLICY TITLE: GATE RECEIPTS DATE REVISED: February 16, 2017 AND ADMISSIONS

DATE REVISED: January 23, 2023

Admission receipts from school events shall be controlled by the administrative staff. The district administrator, or their designee, shall be responsible for the administration and supervision of all phases of school events for which an admission is charged.

Records shall be maintained by the business department to provide chronological and accounting data for subsequent review and analysis.

Receipts are deposited in the appropriate district bank account.

CROSS REFERENCE: DFEA

LEGAL REFERENCE: