

6630 ATHLETIC FUND

The Board of Education directs the establishment of an athletic fund for the financial administration of the interscholastic athletic program. Moneys may be collected from and disbursed for only the interscholastic athletic program duly approved by the Board of Education.

The Board will facilitate the interscholastic athletic program by providing sufficient funds to overcome any deficit existing in the athletic fund at the conclusion of the school year.

The Athletic Director shall be responsible for the administration of the athletic fund. The fund will be audited annually and will be administered under appropriate accounting controls. The books of account will include income and expenses separately for each approved athletic program.

All gate receipts must be turned in to the Athletic Director by the next business day and must be deposited on the day they are received. In no case shall money be left overnight in schools, except in the school safe provided for safekeeping of valuables.

All payments for supplies, equipment, and services for the interscholastic athletic program will be made in accordance with established purchasing procedures of the district, including collection of signed vouchers from vendors for all disbursements in excess of \$500. Disbursements from the athletic fund will be made by check and approved by the Athletic Director, the Athletic Director's secretary and/or Building Principal. Two signatures are required on each check.

N.J.S.A. 18A:19-14; 18A:23-2

Adopted: 7 December 2009

Revised: 2 November 2015

