

GATE RECEIPTS AND ADMISSIONS

The Superintendent shall ensure accountability and control of admission receipts from school events. The Principal is responsible for the administration and supervision of all phases of school events for which an admission is charged, including sales of tickets, collection of money, accounting and reporting of such sales and collections, and submittal of money and records to the Director of Finance and Operations. Procedures for the collection, deposit and accounting of admission charges shall be determined by the Director of Finance and Operations based on generally accepted accounting and auditing standards.

Adopted: November 21, 2011

LEGAL REF.: M.G.L. 71:47