

POLICY

WARREN HILLS REGIONAL

Section: Finances
6630. ATHLETIC FUND

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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 Director of Athletics and Student Activities 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 Director of Athletics and Student Activities. ~~who in turn will submit to the district board office by the next school day and must be deposited on the day they are received or the next business day.~~ All monies will be deposited into the athletic checking account within 72 hours.

All payments for supplies, equipment, and services for the interscholastic athletic program will be made in accordance with established purchasing procedures of the district. Purchase orders for goods and services purchased through the athletic fund will be approved by the Director of Athletics and Student Activities and the Business Administrator. Disbursements from the athletic fund will be made by check and approved by the Director of Athletics and Student Activities and Business Administrator.

At the conclusion of each athletic program, the Director of Athletics and Student Activities shall maintain a complete inventory of all equipment and supplies.

N.J.S.A. 18A:19-14; 18A:23-2
Adopted: January 19, 2010
Revised: March 10, 2015
Revised: