

WEST HARTFORD PUBLIC SCHOOLS

**POLICY 3440**

**Business**

**Internal School Accounts**

There shall be maintained in each school an accounting system covering financial activities of the school's organizations, including student groups. The administrator shall designate a school treasurer to maintain this account and to handle all cash involved in the activities of the various groups. Each school treasurer shall be provided a bond by the Board of Education through an approved insurance or surety company.

Adopted: November 17, 1987  
Reviewed: February 22, 2017