FISCAL MANAGEMENT

Cash Receipts in School Buildings

All monies collected by Prince William County Public School (PWCS) employees shall be handled in accordance with the procedures set forth in the “PWCS Financial Guidelines Manual” (FGM). Special care should be exercised to account for and safeguard all monies.

All monies collected shall be safeguarded, receipted, deposited, and appropriate accounting entries made.

The Associate Superintendent for Finance and Risk Management (or designee) is responsible for implementing and monitoring this policy.

This policy and any related regulations shall be reviewed at least every five years and revised as needed.

Legal Reference: Virginia Code § 22.1-89

“PWCS Financial Guidelines Manual”

Adopted: September 28, 1977
Reviewed/Revised: June 19, 2019

PRINCE WILLIAM COUNTY SCHOOL BOARD