

Business and Non-Instructional Operations**Income****Gate Receipts and Admissions**

Admission receipts from all school events shall be controlled by the Director of Business Services through established procedures and rules for internal control of cash receipts. The principal and his/her designee shall be responsible for the administration of supervision of all phases of school events for which an admission is charged.

Adequate records shall be maintained to provide chronological and accounting data for subsequent review and analysis of district include from such events.

Legal Reference: **Wisconsin Statute 120.13(18-21)**
 Wisconsin Statute 120.40

Policy Approved: **August 21, 1985**

Policy Revised: **August 24, 2015**