Murfreesboro City School Board

Monitoring: **Review: Annually, in September**	Descriptor Term: **Revenues**	Descriptor Code: **2.400**	Issued Date: **09/24/19**
		Rescinds: **FM 3**	Issued: **10/24/17**

General

Any money collected by any school shall be documented by a written receipt.

The schools may receive funds collected from activities and for events held at or in connection with the school, including contracts with other schools for interschool events. To be included in this accounting are all monies collected from lunch rooms, athletics, entertainments, school clubs, fees, concessions and all fund raising activities. Each principal shall determine the reconciliation method to be used for all events which require a ticket.[1]

The purchase of items intended for resale for profit through the schools shall be subject to sales tax based on the purchase price to the vendor providing the service or item. [2] Resale items not intended to generate a profit shall be determined by the principal.

FEES

School fees are to be kept to a minimum and may be expended only for the purposes for which they were collected. The school shall not require any student to pay a fee to the school for any purpose, except as authorized by the Board. No fees shall be required of any student as a condition to attend the school or use its equipment.[3] School fees shall be waived for students who receive free or reduced-price lunches.[4] No student will be penalized for nonpayment of any materials fee.

EXTENDED SCHOOL PROGRAM (ESP)

Extended school funds shall be collected at the individual schools and receipted and deposited in the ESP bank account.

FINES

A student's parent or guardian will be held responsible for any materials or property which the student loses or damages,[5] including textbooks, library books, equipment and buildings. A determination as to value and method of replacement or repair will be made by the Director of Schools in consultation with the principal. All money collected as fines shall be placed in the system-wide school fund.

TUITION INCOME

Tuition collected from nonresident students shall be placed in the system-wide school fund.

RENTAL INCOME

The principal will collect and remit to the central office all money received for use of a particular school facility or other school property.

STATE AND FEDERAL AID ELIGIBILITY DETERMINATION

The Board is to be kept informed of all possible sources of state, federal, and other funds for the support of the schools and/or for the enhancement of educational opportunities in the Murfreesboro City Schools. The Director of Schools is to timely apprise the Board of its eligibility for general or program funds and to make recommendations for Board action.

GRANTS

Grants for educational purposes made available by the state and/or federal government may be sought by the school system but only when the conditions of their availability are in harmony with the purposes and policies of the Board and the laws of the state and county. Principals may apply for and receive grants, but funds must be recorded in a separate restricted fund account.[6]

Legal References

1. TCA 49-2-110(a)
2. TCA 67-6-102 (75)
3. TCA 49-6-3001(a) ; TCA 49-2-110(c)
4. TCA 49-2-114
5. TCA 37-10-101, 102
6. Tennessee Internal School Uniform Accounting Policy Manual; Section 4-31

Cross References

Student Activity Fund Management 2.900
Nonresident Students 6.204
Student Solicitations/Fund-Raising 6.701
Student Fees and Fines 6.709