

BONDED EMPLOYEES AND OFFICERS

I. Blanket Bonding of Certain Employees and Others

The Berlin Central School District Board of Education establishes that all school employees, officials, and members of the Board who are authorized to sign checks or to handle school funds shall be covered by a blanket bond furnished by the District in such amounts as the Superintendent of Schools recommends.

II. Money Overnight in School Building

Cash held in a school building shall be kept in a safe, vault or other secure location. The Superintendent shall inform all District employees of this practice.

III. Employees Personally Responsible for Collected Funds

The District shall hold each employee personally responsible for any and all funds she/he collects in the course of that employee's assigned duties and responsibilities.

References

Education Law Secs. 1709(20-a); 1720; 2130(5); 2215
Public Officers Law Sec. 11(2)