

400 SERIES: BUSINESS MANAGEMENT

- 401 Internal Controls**
- 402 Cross Training**
- 403 Budget Planning, Preparation, and Schedules**
- 404 Budget Transfers**
- 405 Non-Budgeted Activity Funds**
- 406 Cafeteria Program**
- 407 Funding Proposals, Grants, and Special Projects**
- 408 Revenues from Investments**
- 409 Authorized Check Signatures**
- 410 Key Control**
- 411 Mileage Reimbursement for Activity Drivers**
- 412 Employee Travel and Per Diem**
- 413 Archiving of Electronic Correspondence**
- 414 Credit Cards**
- 415 Fiscal Accounting and Reporting**
- 416 Accounting System**
- 417 Financial Reports and Statements**
- 418 Inventories**
- 419 Audits / Financial Monitoring**
- 420 Purchasing**
- 421 Sales Calls and Demonstrations**
- 422 Payment Procedures**
- 423 Salary Provisions and Payroll Procedures / Schedules**
- 424 Cash in School Buildings**