

STUDENT ACTIVITIES FUNDS

Revenues collected from gate receipts from athletic competitions, admissions to school entertainment events, collections from vending machines and food and beverage sales outside of the school lunch program, club dues, student contributions, and student fundraising activities shall be deposited and accounted for in a student activities fund maintained at each school. Within this fund, separate accounts will be maintained for accounting purposes. These revenues will be considered District funds under the direct control of the Superintendent, who may develop and implement procedures relative to these funds including delegation of specific responsibility for deposits, expenditures, and record keeping to the building principals. Procedures for management of student activities funds shall be consistent with sound business and accounting practices.

Student activity funds are to be used only for student activities that augment the District's programs and are not intended to replace programs and activities funded by the District. Funds derived from approved student clubs or organizations or from classes shall be expended to benefit the specific club or organization or class. Funds derived from the student body as a whole shall be expended to benefit the student body as a whole.

In the case of class funds, the graduating class may decide how to disburse the funds remaining in its class account; such disbursements may include gifts to the school, to a scholarship fund, to the community, or used for an activity approved in advance by the principal. All of the class's outstanding obligations must be paid before the class may expend its remaining funds. Unexpended funds remaining five years after the class has graduated and any interest earned on these funds will be transferred to a scholarship account.

Student activity funds are part of the total fiscal operation of the District and shall be audited as part of the District's annual audit.

Cross Reference: [DI – Fiscal Accounting and Reporting](#)

First Reading: February 11, 2008

Adopted: March 10, 2008