

## **Student Activity Funds**

Student activity funds shall be defined as those funds which include all moneys raised or collected by and/or for school-approved student groups, excluding those moneys budgeted in the general fund.

Student activity fund moneys shall be collected and expended for the purpose of supporting the school's cocurricular activities program.

Cocurricular activities are comprised of the groups of school-sponsored activities, under the guidance or supervision of qualified adults, designed to provide opportunities for students to participate in such experiences on an individual basis, in small groups, or in large groups – at school events, public events or a combination of these – for purposes such as motivation, enjoyment and/or improvement of skills.

Participation is usually not required and school credit usually will not be given.

The building principal and the person in charge of the student activities program shall be responsible for administration of the building student activity funds.

The student treasurer of the school recognized student government organization may serve as a representative of that organization in partial administration of the building student activity funds.

All student activity fund moneys shall be receipted and deposited according to district policy and acceptable accounting procedures.

All student activity funds expenditures must be approved by the building principal and the person in charge of the student activities program.

General account of students activity funds and expenditures shall be expended to benefit the student body as a whole and must also be approved by the school-recognized student government organization, if such an organization exists.

Specific account of student activity funds and expenditures related to other school recognized student groups shall be expended to benefit the specific club or organization and in so far as is possible, to benefit those students currently in school who have contributed to the accumulation of those funds. Such expenditures must be approved by the members of that organization and their staff advisor.

The business manager will devise a school reporting procedure which will conform to the audit requirements of the district.

The business manager shall be responsible for the examination of these funds on no less than an annual basis.

END OF POLICY

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Legal Reference(s):

[ORS 294.305 - 294.565](#)

[ORS 328.441 - 328.470](#)

[OAR 581-022-1660 \(2\)](#)