

Lake County School District 7

Code: **IGDG**
Adopted: 6/23/03
Readopted: 11/14/11
Orig. Code(s): IGDG

Student Activity Funds and Fund Raising

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 and special revenue and fiduciary funds administered by the district.

Student activity fund moneys shall be collected and expended for the purpose of supporting the school's student activity/cocurricular programs.

Student/cocurricular activities are comprised of the group 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 combination of these - for motivation, enjoyment, competition and/or improvement of skills.

The principal and the student government advisor in charge of the student activities program shall be responsible for administration of the building's student activity funds. The principal and athletic director, along with coaches and advisors shall be responsible for administration of the co-curricular 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's student activity funds. The district office will manage all cocurricular activity funds.

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

All expenditures from the general account of student activity funds (ASB) shall be expended to benefit the student body as a whole and must also be approved by the school-recognized student government organization, its advisor, and the principal or, in his/her absence, the vice-principal, dean of students or superintendent.

All expenditures from a specific account of student activity funds (Fund 299) shall be expended to benefit the specific club or organization and, in so far as possible, benefit those students currently in school who have contributed to the accumulation of those funds. A booster club or other outside agency may also contribute to these funds.

All fund-raising must be approved by the principal, and supervised by the appropriate advisor, with notification to the superintendent.

Fund-raising projects involving the sale of products must be approved by the activity sponsor and by the principal before the activity is initiated.

To protect members of the community from unauthorized persons raising funds in the district's name, a letter of introduction will be provided to all persons authorized to raise funds for the district.

A district fund-raising coordinator may be appointed each year.

END OF POLICY

Legal Reference(s):

[ORS 294.305 - 294.565](#)

[ORS 328.441 - 328.470](#)

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