

Long Creek School District 17

Code: **IGDG**
Adopted: 5/08/01
Readopted: 4/17/12
Orig. Code(s): IGDG

Student Activity Funds

Student activity funds are those funds raised or collected by and/or for school-approved student groups, excluding those funds budgeted in the general fund.

Student activity funds will be collected and expended for the purpose of supporting the school's cocurricular activities program following these guidelines:

1. The superintendent will be responsible for administering student activity funds;
2. The activity group or class is responsible for soliciting approval of the administration and student council for any fund-raising activity;
3. Funds raised by an activity or class must be deposited with the business office the next school day following the event. The school office will provide a cash box and change upon request;
4. Periodically the business office will submit an accounting of funds expended and fund balances;
5. Funds may be expended from an account upon unanimous approval of the class and/or activity officers. Also signatures of the business manager and superintendent are required. Funds may not be expended without the consent of the advisor or the superintendent;
6. Activity accounts are audited each year.

END OF POLICY

Legal Reference(s):

[ORS 294.305 - 294.565](#)

[ORS 328.441 - 328.470](#)

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