

BUSINESS PROCEDURES — Series 800

802 Income

802.9 Student Activity Fund

Revenue raised by students or from student activities shall be deposited and accounted for in the student activities fund. This revenue is the property of and shall be under the financial control of the board. Students may use this revenue for purposes approved by the building principal.

Whether such revenue is collected from student contributions, club dues, and special activities or result from admissions to special events or from other fund raising activities, all funds will be under the jurisdiction of the board and under the specific control of the building principal. They will be deposited in a designated depository and will be disbursed and accounted for in accordance with instructions issued by the superintendent.

It shall be the responsibility of the business manager to keep student activity accounts up-to-date and complete.

Any unencumbered class or activity account balances will automatically revert to the general fund of the school when a class graduates or an activity is discontinued.

Adoption Date: June 11, 2001

Review Date: November 9, 2009

Revision Date:

Legal Reference: Iowa Code §§ 11.23; 279.8 (1995).

Cross Reference: 503 Student Activities
801.5 Financial Accounting System