
School Activity Funds

1
2
3
4 The Superintendent or his/her designee may establish school activity funds to handle any
5 of the following: 1) the finances of that part of the cost for the school lunch program that
6 is not provided by local appropriations; 2) the finances of that part of the cost of the
7 driver education program that is not provided by local appropriations; and/or 3) such
8 funds of schools and school organizations as the Superintendent or his/her designee may
9 determine to be in the best interest of the school district (which funds may include
10 amounts received as gifts or donations).

11
12 The Superintendent or his/her designee shall designate a person to serve as treasurer of
13 any school activity fund. Such treasurer shall be bonded and shall keep separate accounts
14 for each school activity fund. The treasurer may expend monies from the school activity
15 funds only to the extent such expenses are in furtherance of the stated purposes of the
16 school activity fund, and subject to any restrictions imposed by the Superintendent or
17 his/her designee at the time the school activity fund is established or subsequently. The
18 control of school funds and funds of any school organizations shall remain in the name of
19 the respective schools and organizations.

20
21 The accounts of any school activity fund shall be considered town accounts and shall be
22 audited by the town auditor in the same manner as all other town accounts.

23
24 ~~The Principal of each school is authorized to establish and maintain an Activity Fund in~~
25 ~~accordance with State law. The purpose of the Fund shall be to ensure proper~~
26 ~~management, safe keeping, and accountability for: monies belonging to classes and~~
27 ~~student organizations acting under the name of the school; monies raised and disbursed as~~
28 ~~a result of student activities such as publications, plays, and social events; and monies~~
29 ~~which come to the school as gifts or donations.~~

30
31 ~~The Principal or his/her designee shall be responsible for the proper management and~~
32 ~~accounting for the Fund in keeping with procedures prescribed by the Director of~~

~~Financial Services. The Principal shall provide the Superintendent and Business Office with a monthly report on the condition of the activity accounts. All accounts shall be subject to audit.~~

(cf. #5100.6 Student Activities Funds / Donations)

Legal Reference: Connecticut General Statutes
 10-237 School activity funds

Date of Adoption: April 18, 2006

First Reading: June 7, 2022

Second Reading: June 21, 2022