

BOARD POLICY

DK

FISCAL MANAGEMENT STUDENT ACTIVITIES FUND MANAGEMENT

JANUARY 26, 2026

The Board of Education authorizes the establishment and maintenance of a student activity accounts at each of the schools of the district. An administrator of the school shall be responsible for the proper administration of the financial activities of each student activity account in accordance with the provisions of state law and appropriate accounting practices and procedures. All cash and checks collected must be deposited in full and under no circumstances may collected cash be retained or used directly for purchases or refunds. Deposits shall be prepared and submitted weekly or as directed by the Finance Office. All payments made from the student activity account shall have the approval of the administrator responsible for the student activity account.

The annual school district audit shall include an audit of student activity funds. Payment for the audit shall be made from district funds.

Reserves shall be limited to amounts estimated as necessary for the beginning of the following year's operation unless being used by agreement for multi-year fundraising efforts.

Monies raised by student organizations must be expended for the benefit of the students.

The Superintendent shall establish appropriate rules and regulations for the implementation of this policy.