

Student Body Funds Policy

Code: **DIA**

Amity School District 4J

Adopted: 01/09/91 Revised/Readopted: 02/07/01

Student Body Funds

1. Student body funds of each school within the district will be included in the budget document under the special revenue funds section of the document.
2. Auditing of student body funds will be included in the district's annual audit procedures.
3. The student body funds will be broken out into building level activity funds. Revenues and expenditures will be accounted for by activity. The funds can be budgeted in one fund (a special revenue fund) but the expenditures and revenue tracking will be done by activity. All funds will be deposited through the central office at each school. Accounting and reporting of this information will be the responsibility of the building principal and the staff designated at the school building. A report will be given each month to the district office summarizing activity in all special revenue funds.
4. Student body funds which include funds raised by clubs or classes remain with that club or group from year to year so long as that club, organization, or class is active or functioning. Such funds are to be used for activities or funding that specific group. If or when a club or group ceases to exist as a recognized organization of the school any funds remaining in that group's account may be transferred to other funds at the discretion of the district.

END OF POLICY

Legal Reference(s):

[ORS 294.305](#) - 294.565 [ORS 328.441](#) - 328.470 [OAR 581-022-1660](#) (2)