

Student Activities Funds

Student activity funds may be raised and spent to promote the general welfare, education and morale of all students and shall finance authorized activities of student organizations and the school district. Moneys raised by parent groups shall be spent in accordance with state statutes and Board/administration policies and at the direction of the parent group.

Student activity funds are considered a part of the total fiscal operation of the school district and, therefore, are subject to the policies and regulations established by the Board of Education and the office of the superintendent. The funds shall be managed in accordance with sound business practices—including sound budgetary and accounting procedures as well as audits—in the same manner as regular district funds. Payment for services in cash is prohibited. Principals are responsible for complying with policies, regulations and procedures that affect student activity funds.

Student activity funds are to be used to finance a program of authorized school activities which may augment but not replace the activities financed by the district. Funds derived from the student body as a whole shall be so expended as to benefit the student body as a whole, and the student body shall be represented in the democratic management of those funds raised by students and expended for their benefit. Funds derived from authorized clubs and organizations shall be expended to benefit the specific club or organization and, insofar as possible, to benefit those students currently in school who have contributed to the accumulation of these funds.

Activity fund-raising shall be conducted in such a manner as to offer minimum competition to commercial concerns while still benefiting the student body as a whole.

Authorized clubs and organizations within the schools may use district facilities and equipment for fund-raising if such use does not create an additional cost to the district. If additional cost is incurred, the club or organization shall pay such cost.

The individual in charge of any activity which charges a fee shall ensure that moneys collected are deposited in the appropriate fund. School administrators shall ensure that only small amounts of cash are kept in their buildings and that all cash is kept in a locked safe at the end of the day.

Expenses for all activities shall be paid only by checks drawn on a bank account designated by the Board of Education or with a district purchasing card.

Adopted: February 2, 1994

Revised: October 26, 2011

Revised: June 13, 2014

LEGAL REFS.: C.R.S. 29-2-105(1)(d)(I)(K) (*authority for school sales tax exemption*)
C.R.S. 39-26-718(1)(c) (*sales tax exemption for sales by parent teacher organizations or associations*)
C.R.S. 39-26-725 (*state sales tax exemption for sales that benefit a school*)

CROSS REFS.: DB, Annual Budget, and subcodes
DG, Banking Services
DI, Financial Accounting and Reporting, and subcodes

Fountain-Fort Carson School District #8, Fountain, Colorado