No. 3270
SECTION: BUSINESS
TITLE: STUDENT ACTIVITY ACCOUNTS

ADOPTED: 5/28/02
READOPTED: 6/15/09;6/20/13;1/29/14;
11/15/16;3/17/20;1/21/25
REVISED:

OXFORD AREA SCHOOL DISTRICT

It shall be the policy of the Oxford Area School District that financial supervision and controls be established for the administration of activities involving special purpose funds. For the purposes of this policy special purpose funds include high school activity accounts, middle school activity accounts and elementary school activity accounts.

Student activity account funds are not a part of school district funds. The principal of each school having student activity accounts shall be the custodian of the account and be responsible for supervision of the account.

Each student organization having an activity account covered by this policy must develop an operating budget before funds may be collected or disbursed in the name of the student organization. The development of the budget must at minimum involve the advisor to the student organization and the elected officers of the organization. Budgets for student organizations subject to this policy should be developed in consultation with the school principal but must be reviewed and approved by the principal before adoption by the student organization. Funds from any student body organization may be deposited or invested in designated banks or savings and loans associations whose accounts are insured by F.D.I.C. or F.S.L.I.

A monthly financial report for each organization having a student activity account shall be submitted to the Board of School Directors for their approval.

The Superintendent of Schools shall develop procedures to ensure implementation of this policy.