

# Board Policy

Code No. 704.5

## STUDENT ACTIVITIES FUND

Revenue raised by students or from student activities shall be deposited and accounted for in the student activities fund. This revenue is the property of and shall be under the financial control of the Board. Students may use this revenue for purposes approved by the Superintendent's designee.

Whether such revenue is collected from student contributions, club dues, and special activities or result from admissions to special events or from other fund-raising activities, all funds will be under the jurisdiction of the Board and under the specific control of the Director of Financial and Business Services. Funds will be deposited in a designated depository and will be disbursed and accounted for in accordance with instructions issued by the Superintendent.

It shall be the responsibility of the Director of Financial and Business Services to keep student activity accounts up-to-date and complete. Any unencumbered class or activity account balance will automatically be transferred to an active account within the Activity Fund based upon a recommendation from the Activities Director and subject to Board approval when a class graduates or an activity is discontinued. Inactive student accounts shall be brought to the Board's attention for dissolution.

*Legal Reference:* Iowa Code §§ 11.23; 279.8 (2011).

*Cross Reference:* 504 Student Activities  
701 Financial Accounting System

*Approved:* March 18, 1996

*Reapproved:* March 18, 2002  
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