

## **NORTH RIVER SCHOOL DISTRICT #200**

### **BOARD POLICY**

NO. 3511  
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### **ACTIVITY FUNDS MANAGEMENT**

To conform to statutory requirements the Board adopts as policy the following regulations and procedures for the handling and administration of student activity funds:

1. Fees will be collected from students and non- students as a condition to their attendance at any optional non-credit extracurricular event of the District which is of a cultural, social, recreational or athletic nature; PROVIDED, that in so establishing such fee or fees, the District will adopt regulations for waiving and reducing such fees in the case of those students whose families by reason of their low income would have difficulty in paying the entire amount of such fees.

An optional comprehensive fee may be established and collected for any combination or all of such events or in the alternative, a fee may be established and collected as a condition to attendance at any single event.

2. All fees collected pursuant to this policy shall be deposited in the Associated Student Body Program Fund of the School District, and may be expended to defray costs of a cultural, social, recreational or athletic nature, or to otherwise support the activities and programs of the Associated Student Body.
3. The Associated Student Body Program Fund will be created and maintained by the County Treasurer and all accounting for receipts and expenditures will be kept separate from other School District funds. It is recognized that the County Treasurer is authorized by law to assess a fee for his services in the investment of such Associated Student Body Program Funds.
4. All monies generated through the program and activities of the Associated Student Body must be deposited in the Associated Student Body Program Fund. To facilitate the payment of minor or unexpected obligations, or obligations which require immediate payment, the Board authorizes the establishment of an imprest bank account which can be replenished from the Associated Student Body Program Fund.
5. Disbursement from the Associated Student Body Program Fund shall be under the control and supervision, and with the approval of the Board of Directors, and shall be by warrant: PROVIDED, that in no case shall such warrants be issued in an amount greater than the funds on deposit with the County Treasurer in the Associated Student Body Program Fund.
6. The Associated Student Body Program Fund shall be budgeted by the Associated Student Body, subject to approval by the Board of Directors. All

Program Fund or any imprest bank account established there under should have the prior approval of the appropriate governing body representing the Associated Student Body.

7. Subject to Board approval, it shall not be mandatory that expenditures from the District's General Fund in support of Associated Student Body programs and activities be reimbursed by payments from the Associated Student Body Program Fund.

Legal Reference: WAC 392-138-005

Adopted: September 11, 1991