

DK STUDENT ACTIVITY FUND MANAGEMENT (Also JH)

DK

All student activity funds will be audited annually at the same time as the general fund budget.

APPROVED: August 6, 1973

REVIEWED: May 8, 2000

REVIEWED AND APPROVED: December 12, 2011

DK-R STUDENT ACTIVITY FUND MANAGEMENT (Also JH)

DK-R

The monthly report shall show opening and closing balances of each fund. The report shall also show total amount of deposits and an itemized list of expenditures.

All payments from student activity funds shall be made by check cosigned by the custodian of the fund and the school's bookkeeper.

Each student activity fund shall have a certified employee in charge of said fund. The custodian of the fund will be responsible for making a monthly report of the student activity fund to the superintendent and the board.

The board will assume control of all inactive activity organization funds and disburse those funds to the activity account selected or expend the funds as directed by the board in the best interests of students.

APPROVED: December 13, 1982

REVIEWED: May 8, 2000

REVIEWED AND APPROVED: December 12, 2011