

SUBJECT: STUDENT FUNDS

The BOCES recognizes the value of student activity programs and is aware of the experience to be gained by student participants in the management of funds for their organization. The Board, therefore, authorizes the use of a Student Extraclassroom Activity Fund.

Student funds shall be deemed to include, but not be limited to, money collected from students for the purchase of supplies and materials; fees for organizations and social events. Such funds shall be handled in accordance with procedures set by the State Department of Audit and Control and the regulations set forth by the BOCES. In all cases which involve student funds, an employee of the Board must be assigned the ultimate responsibility for control of the funds and must use appropriate accounting procedures for the safeguarding of the funds against loss, misuse, or misapplication.

Extraclassroom activities funds are those funds raised by other than taxation or through charges by the Board for, by, or in the name of the school, student body, or any subdivision thereof. All extraclassroom activity funds shall be handled in accordance with the financial procedures illustrated by Finance Pamphlet No. 2, Revised 1999, The Safeguarding, the Accounting, and Auditing of Extraclassroom Activity Funds, published by the New York State Education Department. In all cases which involve student funds, the District Superintendent shall assign an employee of the BOCES the ultimate responsibility for control of the funds.

Adopted: March 13, 2002