

## **Business and Non-Instructional Operations**

### **Student Activity Funds**

One student activity account/fund shall be maintained for each Stonington school. These accounts will be maintained in accordance with Section 10-237 of the Connecticut General Statutes. Each school's student activity account/fund will be managed/administered at each location.

The Principal or Superintendent's designee where no principal is located will be designated as the account Treasurer in accordance with Section 10-237. He/she shall establish regulations governing the collection and dispersion of all funds as well as cash and bank statement reconciliation.

Sub-accounts shall be maintained for each student activity and a general cumulative account ledger shall also be maintained for handling funds collected in the name of the school or central location.

A class in its senior year, or an organization that is disbanding, shall determine at a regularly-called meeting, its preference for the disposition of any funds remaining after all financial obligations have been discharged. Such disposition shall be subject to the review and approval of the administration. Any sums of money expended and for which no disposition has been made after five years of the graduation date of the senior class shall be transferred to the education affairs account of the school activity fund.

Gifts, grants, and bequests in cash or checks shall be deposited in the student activity fund and used for the educational benefit of students.

The accounts of the student activity fund shall be considered BOE accounts and audited in the same manner as all other BOE accounts.

Legal Reference:            Connecticut General Statutes  
   10-237 School activity funds

Policy adopted: March 9, 2017

STONINGTON PUBLIC SCHOOLS  
Stonington, Connecticut