

STUDENT ACTIVITIES FUNDS CONTROLS PROCEDURE

The Board of Trustees or its designated representative shall approve all clubs, organizations, funds established for athletics, music, and any other group with tangible assets that is associated with the students or schools of the district.

In order to promote the general welfare, education, and morale of all students, staff, and patrons of the district the following guidelines are applicable:

1. Clubs, organizations, athletic funds, music funds, and other groups with tangible assets are an agency fund.
2. Classified as agency funds will be programs, which are owned, operated, and managed by students, patrons, or others under the guidance and directions of the Principal with the assistance of staff members or other adults for educational, recreational, cultural, or other purposes related to the district.

Financial policies and procedures will be prescribed by the treasurer and approved by the Board of Trustees.

All sources of revenue must be approved by the Board of Trustees, or its designated representative.

Funds derived from the student body as a whole should be expended to benefit the student body as a whole whenever possible.

Student or patron representation is an important factor in the democratic management of funds raised by the student body or patrons and should be required whenever feasible.

SCHOOL RELATED FUND-RAISING PROJECTS

In the interest and maintenance of public relations, and to assure a close relationship between the schools and the business community, the operating procedures of schools and student body business shall be conducted in such a manner as to offer minimum competition to local commercial firms. Therefore, it shall be the practice of the district to limit promotions involving direct sales to students and fundraising activities on the part of employees, students and/or school groups. School fundraising activities shall be in accordance with the following guidelines:

1. All school related fund-raising activities shall have the proper approval of the building principal.
2. Fund raising projects shall generally contribute to the educational experience of students and shall not detract from the instructional process. Restriction of fund-raising activities to the respective school campus is encouraged, but not prohibited.
3. No employee shall use his/her knowledge, special information or position to solicit funds or sell

products to pupils for personal profit.

4. All funds from school related sale promotions shall be accounted for as outlined in the Mountain Home School District's Student **Activities** Funds Control policy.
5. Public solicitation of funds may be permitted by the District Administration and/or the Board of Trustees in those cases where the activities to be financed are of interest to the community.



LEGAL REFERENCE:

Idaho Code Section 33-705

Paulson v. Minidoka County Joint District, No. 331,

93 Idaho 469, 463 P.2d 935 (1970)

ADOPTED: August 10, 2004

ADOPTED: November 20, 2006 (Combination of old deleted School Related Fund-Raising Policy, October 15, 1974, and Student and School Funds Policy, April 21, 1992)

Reviewed: September 18, 2007

Revised: December 18, 2012

Reviewed: July 19, 2016

Reviewed: May 18, 2021