

**MARATHON CITY SCHOOL DISTRICT**

662.1

**STUDENT ACTIVITY FUNDS MANAGEMENT**

All funds raised by student organizations, activities or clubs shall be under the control of the Board and shall be managed in accordance with sound budgetary and accounting procedures.

Student activity funds shall be:

1. Deposited in the school district account after being received by the District Bookkeeper;
2. Accounted for in the Agency Fund; and
3. Audited annually along with other school district funds.

Specific funds management guidelines shall be developed by the administration which provide for the collection, documentation and disbursement of activity funds by organizations, activities and clubs.

LEGAL REF.: Section 120.14(1) Wisconsin Statutes

CROSS REF.: Administrative Procedures Handbook

APPROVED: May 17, 2001