

## BOARD POLICY 662.1

### 662.1 - School-Sponsored Student Organization (Agency) Funds Management

Agency (formerly Student Activity) funds, for the benefit of students, are maintained separate from the District funded program.

Each school-sponsored student organization shall have a written statement of purpose and membership requirements, a minimum of three officers (president, secretary and treasurer), and an adult (who is not a member of the student body) to serve as an advisor. The officers shall be three different members of the organizations, and each must be a current member of the student body. The president shall be responsible for providing the building principal's office with a written copy of the above information whenever changes occur. Any organization which fails to comply with any of the above requirements for a period of six months will be disbanded, and any assets of the former organization will be disposed of as outlined below.

All disbursements shall be made by check. Authorization to make payments shall be signed by the advisor and at least one officer of the organization involved.

Agency funds may be invested using one of the depositories and types of accounts authorized by the Board for District funds. The records for all such interest earnings shall be recorded in the same manner as would be used for an organization, using the title "Interest on Investments." A portion of monies so accumulated may be transferred to one of the organizations having funds covered by this policy upon written authorization of the building principal, but may not be used for any other purpose. A balance of more than \$500 shall not be permitted to remain in this interest earnings account for more than 90 days.

The cash balance (positive or negative) of any organization which disbands (such as the senior class), or defaults into disbanded status (as outlined above) shall be transferred to the "Interest on Investments" account.

Student organizations may give money or other items to the District. Such money or items will be regarded as gifts to the District.

In the event there is an internal dispute over control of a student organization, the Board will resolve such dispute. Its decision shall be final and binding.

The School District of Fort Atkinson does not discriminate in student organization membership on any basis protected by federal, state or local laws.

Legal Ref.: Sections 120.14, 120.16(2), 120.16(5), 120.18, Wisconsin Statutes

Cross Ref.: **Board Policy 112**  
**Board Policy 371**

Approved: March 18, 1997

Reviewed: March 2, 2005

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