
STUDENT ACTIVITIES FUND MANAGEMENT

The board authorized the establishment and maintenance of a student activities account. The school business administrator shall be responsible for the proper administration of this fund in accordance with the provisions of state law and appropriate accounting practices and procedures.

The signatures shall be required for withdrawals from the student activities account including the superintendent, the principal of the Forrestdale School, the principal of the Deane-Porter School, and the board secretary/business administrator.

There shall also be a separate bank account for the Forrestdale School Eighth Grade for deposit of funds raised and expenses of the annual Eighth Grade Washington Trip. Two signatures shall be required for withdrawals including the superintendent, the principal of the Forrestdale School, and the Forrestdale School Secretary.

Monies raised by student organizations must be expended for the benefit of the students.

Date: February 11, 2002

Legal Reference:

<u>N.J.S.A.</u>	18A:19-14	Funds derived from pupil activities
<u>N.J.S.A.</u>	18A:23-2	Scope of audit
<u>N.J.A.C.</u>	6A:23-2 et seq	Double Entry Bookkeeping and GAAP Accounting in Local School Districts

See particularly:

N.J.A.C. 6A:23-2.14(c)

Cross Reference:

3280	Gifts, grants and bequests
3400	Accounts
3450	Money in school buildings
3571	Financial reports
3571.4	Audit
5136	Fund-raising activities