

**THE RYE CITY SCHOOL DISTRICT**  
**RYE, NEW YORK**

**5252**

**STUDENT ACTIVITIES FUNDS MANAGEMENT**

In accordance with Policy 5275, the Board of Education recognizes the educational value of extra-curricular activities. The District shall have the responsibility for the protection and supervision of the financial affairs of student clubs and extracurricular activities. The Superintendent will recommend and the Board will appoint a competent and qualified faculty advisor for each club or organization. The Board will appoint a treasurer for the management of the funds associated with these clubs and organizations at the annual board organizational meeting. The Board will also appoint a bookkeeper and a principal or assistant principal as a Chief Faculty Counselor from each school.

Each student organization will designate a student treasurer in order to provide appropriate learning experiences for students in support of each activity.

Prior to termination of a student organization, all funds remaining in the treasury must be disposed of in one of the following ways:

- Expended by a majority vote of the organization, as provided for in its bylaws.
- Transferred to another student organization or for another purpose, as determined by the membership of the student organization.

If no action is taken by the student organization for two years, leftover funds of inactive or discontinued extraclassroom activities shall automatically revert to the account of the general student organization or student council for that school.

Financial transactions will be carried out in conformance with District policies and procedures. An audit of all accounts will be made annually by the independent/external auditor.

*Cross Reference: 6660, Independent External Audits*

*Reference: Education Law §207*

*8 NYCRR Part 172*

*The Safeguarding, Accounting, and Auditing of Extraclassroom Activity Funds, Finance*

*Pamphlet 2, New York State Education Department (revised 2008)*

*Board of Education Policy 5275, Eligibility for Middle School/High School Extra-Curricular Activities*

Adoption Date: February 8, 2011

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