

Business and Non-Instructional Operations

Student Activity Funds (21st Century and Cafeteria Funds)

The Superintendent of Schools shall direct the maintenance of a school activity fund through which the following funds may be accounted:

1. Funds generated from the school lunch programs not provided by town appropriations;
2. Funds generated from the 21st Century after school program; and
3. Such funds of schools and school organizations approved by the Superintendent, including amounts received by gifts and donation.

The Orange Board of Education shall designate the Business Manager as the guardian of these funds, who shall be bonded, to:

1. oversee the 21st Century program fund,
2. oversee the Cafeteria fund,
3. oversee one activity fund for each school fund and/or organization included in the fund;
4. make expenditures from such funds in the manner prescribed and authorized by the Superintendent, provided the control of school funds and the funds of all school organizations shall remain in the name of the respective schools and organizations.

Gifts, grants, and bequests in cash or checks shall be deposited in the school activity fund and used for the educational benefit of students.

The accounts of the school activity fund shall be considered town accounts and audited in the same manner as all other town accounts.

(cf. [1324](#) Soliciting Funds from and by Students)

(cf. [3280](#) Gifts, Grants, and Bequests)

(cf. [3432](#) Financial Records and Reports)

(cf. [3434](#) Periodic Audits)

(cf. [3534](#) Employee/Officer Bonds)

Legal Reference: Connecticut General Statutes

[10-222a](#) Boards to have use of funds from repayment and insurance proceeds for school materials.

[10-237](#) School activity funds.

Policy adopted: May 13, 2013