

## **Policy Code: 3625/4510 Student Activities Funds**

The board recognizes that raising and managing funds for student activities and organizations provides a good opportunity for students to learn skills that they may use often in their post-graduation pursuits. The board encourages such activities pursuant to this policy.

### **STUDENT FUNDRAISING**

The principal must provide prior approval to all students planning a fund-raising activity for a school project, class or extra-curricular group. All students may participate in fund-raising activities that consist of booth or stand sales, selling ads for school publications and charging admission for school-sponsored functions. In addition, middle and high school students also may sell approved services such as washing cars. The superintendent or his/her designee may approve exceptions to these limitations. Elementary students must be supervised by parents or teachers in all fund-raising activities.

Students are not permitted to participate in fund-raising activities by outside groups on school property during school hours.

### **STUDENT ACTIVITIES FUND MANAGEMENT**

Each student organization and club must establish and maintain a student activities account with the treasurer of the individual school, unless the principal otherwise approves. All funds collected by the student organization or club will be deposited in the student organization account. All payments made from the account must have the approval of the advisor for the organization or club.

The board encourages organizations to collect funds for specific expenditures and to expend the funds during the year to avoid large fund balances at the end of the year. Reserves should be limited to amounts estimated as necessary for the beginning of the following year's operations. Special projects that require the accumulation of funds over several years should be specifically approved in advance by the principal and advisor. In addition, funds raised by a class should be expended by the time that class graduates or otherwise leaves that school. Any funds raised by the class that are not expended will revert to the instructional supply account of the individual school.

Legal References: [G.S. 115C-448](#)

Cross References: Extracurricular Activities and Student Organizations (policy 3620/4500); Individual School Accounts (policy 8410)

Adopted: 11/19/98

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**Chapel Hill-Carrboro Schools**