

Student Organizations

- 337.01 A student organization is a group of students who on a regular basis utilize school premises during non-class time for purposes related to the District's mission, except for those groups formed exclusively for competition with similar school groups (e.g., athletic teams, Mock Trial). Student organizations must be approved by the Superintendent. In order to be approved, the student organization must satisfy the following criteria:
- a. Have adopted a mission statement which sets forth the organization's purpose which shall be school-based, and not contrary to the District's welfare or best interests and which will not interfere with the students' educational process.
 - b. Have adopted an organizational structure which includes a President and Treasurer;
 - c. Have a faculty advisor;
 - d. Identify financial requirements or needs, including the necessity for fundraising.
- 337.02 Only current resident students, except as approved by the Superintendent, can be members in student organizations. Student organizations must be open to all current resident students and shall not discriminate against any student on the basis of any protected classification.
- 337.03 A student organization can only engage in fundraising as permitted by District policies and only for purposes consistent with its approved mission.
- 337.04 A student organization can be disbanded by the Superintendent for failure to act within the scope of its approved mission, misconduct or actions which are contrary to the District's welfare or best interests or inactivity for a period of two years.
- 337.05 Student organization's financial activities shall be in accordance with the following standards:
- a. All student organization activity funds shall be under the control of the Board and shall be deposited and disbursed in and from the appropriate District account in accordance with procedures established by the Superintendent, which shall be in accordance with generally prevailing and accepted accounting principles.
 - b. Each student organization shall keep accurate financial records in accordance with procedures established by the Superintendent.

- c. Disbursements from student organization activity funds may be made only for expenses directly related to the mission of the student organization and with the approval of the organization's faculty advisor.
- d. All student organization activity funds shall be subject to an annual audit at the same time as the District's annual audit. The Board shall be provided with an itemization of activity fund accounts at the same time as it receives the annual District audit.
- e. Student organizations shall not be allowed to operate with a negative activity account balance, except with the Superintendent's approval in circumstances in which the negative balance is expected to be temporary in nature due to the timing of receipts and expenses.
- f. If a student organization's activity account has no activity for a period of one year from the last annual audit, the Superintendent may close the account and have the funds from such account transferred to Fund 21.
- g. At the end of the District's fiscal year, all student organizations' activity account balances will be carried over to the following school year with the exception of the graduating class account. The graduating class account, after paying all expenses, shall be carried through the audit immediately following the sixth anniversary of graduation. Any funds remaining in the graduating class treasury at the end of the school year shall be transferred to Fund 21.

Approved:

April 14, 2008