

AMHERST Policy

JJF - STUDENT ACTIVITIES FUND MANAGEMENT

The Principal of the school shall be responsible for the proper administration of the financial activities of the Student activities fund in accordance with state law and appropriate accounting practices and procedures. All monies collected shall be deposited to the Student body activities account at the local banks. All payments made from the student activities account shall have approval of the Principal or his/her designee in writing.

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

Student activity accounts are subject to auditing at any time by the Business Administrator or his/her designate.

ADOPTED: September 6, 2007