DATE: December 7, 2010

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: CONSIDERATION OF THE PROPOSED DELETION OF BOARD OF EDUCATION POLICY 5340 – STUDENTS: MANAGEMENT OF FUNDS

ORIGINATOR: Joe A. Hairston, Superintendent

RESOURCE PERSON(S): Barbara Burnopp, Chief Financial Officer

RECOMMENDATION

That the Board of Education reviews the proposed deletion of Policy 5340. This is the third reading.

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Attachment I – Policy Analysis 5340
Attachment II – Policy 5340
Statement of Issues or Questions Addressed
In accordance with Rule 8130, Policy 5340 is scheduled for review in school year 2010-2011. The management of student funds is contained in Board of Education Policy 3125, *School Activity Funds*; therefore, the Department of Fiscal Services recommends that Policy 5340 be deleted.

Cost Analysis and Fiscal Impact on School System
No fiscal impact is anticipated by the deletion of this policy.

Relationship to Other Board of Education Policies
1. Board of Education Policy 3125, *School Activity Funds*
2. Board of Education Policy 8400, *Internal Audit, All Funds*

Legal Requirements

Similar Policies Adopted by Other Local School Systems
1. Anne Arundel County Board of Education, Policy Section D, Number 406, Letter DF, *Student Activity Funds Management*
2. Harford County Board of Education, Policy 06.0021-000, *School Fund Accounting*
3. Howard County Board of Education, Policy 4030, *Accountability of School Activity Funds*

Draft of Proposed Policy
Attached

Other Alternatives Considered by Staff
Policy 5340 was considered for revision, but other policies contain the same information. To avoid conflicting statements in different policies, the policy is being recommended for deletion.

Timeline
First Reading – October 19, 2010
Public Comment – November 9, 2010
Third Reading/vote – December 7, 2010
STUDENTS: Activities

Management of Funds

The accounting system for managing student funds shall be designed to yield the largest possible educational return to students without sacrificing the safety of funds, exposing students to undue responsibility, or unnecessary routine.

The administration is charged with the responsibility for making rules, regulations, and procedures for conduct, operation, and maintenance of extracurricular accounts, and for the safeguarding, accounting, and audit of all monies received and derived therefrom.

Related Policies: Board of Education Policy 3125, School Activity Funds