

DELANCO TOWNSHIP BOARD OF EDUCATION

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General Organization
Fund**

GENERAL ORGANIZATION FUND

The Board of Education directs the establishment of a general organization fund for the financial administration of co-curricular activities operated for the benefit of pupils and duly approved by the Board.

The general organization fund will include moneys collected by and dedicated to the purposes of student government, clubs, publications, school trips, and the school band and orchestra.

The Board Secretary shall be responsible for the administration of the general organization fund. The fund will be audited annually and will be administered under appropriate accounting controls. The books of account will record income and expenses separately for each approved co-curricular program.

All funds collected must be turned in to the account supervisor within three day of collection and must be deposited on the day they are received.

All payments for supplies, equipment, and services for the co-curricular program will be made in accordance with established purchasing procedures of the district. Purchase orders for goods and services purchased through the general organization fund will be approved by the Board Secretary.

Disbursements will be made by check and only upon the request of a staff advisor and the approval of the Board Secretary and principal.

All moneys accumulated in the account of a specific class or activity will, upon the graduation of that class or the discontinuance of the activity, revert to the general organization fund.

N.J.S.A. 18A:19-14; 18A:23-2

Adopted: September 10, 1986