

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**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

**POLICY ANALYSIS FOR  
BOARD OF EDUCATION POLICY 5340  
MANAGEMENT OF FUNDS**

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

Policy  
Adopted: 11/21/68  
Revised: 5/23/06]

Board of Education of Baltimore County