

# *Student Body Funds Quiz*

- *Here are a few of the most frequently asked questions about handling Student Body funds. How would you answer these questions?*

# 1. Can Student Body organizations conduct raffles?

- Yes, you must follow the rules of the Washington State Gambling Commission as outlined in the pamphlet “Unlicensed Raffles Information”

## **2. Can Student Body organizations spend money on an item that was not budgeted**

**Yes, as long as you do not spend beyond the total capacity of your budget. Otherwise, a budget extension is required.**

**3. Is it necessary to carry an inventory of Student Body supplies and equipment including athletic supplies?**

**Yes, equipment audits are possible.**

**4. Can complimentary tickets be issued for athletic events or other Student Body activities?**

**No, gate lists can be used to identify bona fide working personnel. The law does provide for senior citizen passes.**

**5. A Student Body buys a truck, does ownership now transfer to the district?**

**Yes, this should be considered a benefit to the activity.**

**6. Can Student Body organizations deposit money in separate savings or checking accounts?**

**No, all receipts collected in the name of the school or any activity of the school must be deposited in the ASB account.**

**7. Is it possible to send student delegates to state or national conventions and pay their expenses through Student Body funds**

**Yes, this is a common practice for Vocational programs and out of country field trips by language clubs.**



**8. Can Student Body organizations send flowers to a person in the hospital**

**No, this would be considered a gift of public funds.**

**9. Is it possible to purchase trophies and other awards with Student Body funds?**

**Yes, this is a common practice. A good rule is to keep the intrinsic value greater than the nominal value.**

**10. Is it possible to purchase items with Student Body funding without going through a bid process?**

**Yes, if the purchase is under threshold amounts. Check you district policies.**

**11. Can the Parent-Teacher-Student Associations (PTSA) sponsor fund raising activities in the name of the school and retain funds?**

**Yes, but the association must follow the rules as directed by the school board. It must also comply with state and federal laws.**

**12. Can citizens or groups donate funds to the Student Body for scholarships?**

Yes, if it is a bona fide donation, recognized by the board, and placed in an ASB account for non public moneys.

**13. Is student approval required for all Student Body purchases?**

**Yes, the constitution for your ASB should describe who is responsible.**

**14. Can a Principal/Advisor overrule a student authorized purchase?**

**Yes, this is the administrator's responsibility.**

**15. Can school district funds be used to purchase band or choir uniforms if the activity is sponsored by the student council?**

**Yes, district funds can supplement ASB purchases.**



**16. Should funds received as an honorarium for a school group (choir, band, debate) become part of Student Body funds?**

**Yes, this donation should also be recognized by the board.**

**17. Can the Associated Student Body hold a fund raiser for a scholarship fund?**

**No, but they can in their private capacity.**

**18. Can Associated Student Body funds be used to pay for students to attend summer athletic camps?**

**???? (Trick question.)**

**Yes, by the WAC's and RCW's**

**No, by WIAA regulations if after August 1<sup>st</sup>.**

**19. Can Student Body funds be used to finance trips by student language clubs to foreign countries during the school year?**

**Yes, carefully check the credentials of sponsoring organizations or businesses.**

**20. Are formal purchase orders required for all Student Body expenditures?**

No, a petty cash would not require a PO, but this is a less than common practice these days.