

## STUDENT EXTRACLASSROOM ACTIVITIES (ECA) FUNDS MANAGEMENT

The Board of Education (the Board) of the Bethlehem Central School District has the responsibility for the protection and supervision of the financial affairs of student clubs and extracurricular activities. The principal of the applicable school will recommend to the superintendent a competent or qualified faculty advisor for each club or organization, to be appointed by the Board. The school auditor will annually audit all accounts.

All extraclassroom activity (ECA) funds are raised by students for club purposes, and include receipts from ticket sales and other fundraising events. ECA funds exclude taxes or other charges established by the Board.

All extraclassroom activity (ECA) funds must be handled in accordance with administrative regulations of the Board and financial procedures included in The Safeguarding, Accounting, and Auditing of Extraclassroom Activity Funds, published by the New York State Education Department (Revised 2015).

Cross-ref: 2210, Board Reorganizational Meeting  
5210, Student Organizations  
5210.1 Student Organizations and Activities

Ref: Education Law §207  
8 NYCRR Part 172

*Adoption date: June 19, 2002*

*Revised date: February 28, 2007*

*Reviewed date: March 20, 2017*

*Revised date: February 8, 2018*

*Revised date: May 22, 2019*