

**WINSLOW PUBLIC SCHOOLS  
25 MESSALONSKEE AVENUE  
WATERVILLE, ME 04901**

**DISBURSEMENT OF SENIOR CLASS FUNDS**

The Winslow School Board recognizes that a certain amount of class fundraising is necessary to support and enhance class business and may be used to benefit the school as a whole. Class funds may be raised through the responsible assessment of class dues and by conducting fundraisers; both of these methods must be approved in advance by the school administration.

- A. It is the responsibility of the class advisor(s) to notify all class officers of the school policy regarding class funds.
- B. It is the responsibility of each graduating class to dispose of their class funds by documented action of the class. Class funds may be expended by a majority vote of the class or a majority vote of the class officers with the approval of the class advisor(s) and school administration.
- C. After all class expenses, including graduation and school gift(s) are paid in full; the remainder of class funds will be set aside in a local bank or credit union account to be managed by no fewer than two class officers. The primary use of these funds is for class reunion purposes.
- D. If such funds have not been removed from the student's activity funds by December 31<sup>st</sup> of the year of graduation, the administration, in conjunction with the class advisors, will designate how the account balance will be used to benefit the school.
- E. Class funds are the property of the class as a whole and can only be distributed according to this policy. No individual is entitled to any portion of the class fund regardless of his or her role in raising the money in the fund, including but not limited to, the payment of class dues or participation in fund raising activities.

**ADOPTED:** November 22, 2010

**REAFFIRMATION:** October 24, 2016

**SOURCE:** Board Policy