

Stanley-Boyd Area Schools

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303 E. Park Street
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TO: Mark Carlson, Sue Kiraly, Kathy France, Jeff Koenig, Kari Thorpe, Pete Danielson

FR: Jim Jones

RE: Administrative Rule: District Payment for Club Expenses

DA: March 5, 2006

At various times through the year, clubs and organizations ask the District to provide funds to cover expenses for students to attend conventions and workshops. In the past few years, the number of these events has grown dramatically. While the District recognizes the importance of these activities to our overall educational mission, it is also financially prudent for us to have a plan for these expenses. Therefore, beginning immediately, the following plan will be followed in regard to Career and Technical Service Organizations.

1. The District will cover expenses (registration, food, mileage, lodging) for one advisor for one state level conference per year for each club or organization officially recognized by the District.
2. The District will, in addition to conferences, cover expenses for one advisor for students to attend events where those students compete against other students in activities where the administration views those activities to be sufficiently related to classroom curriculum.
3. The District will cover expenses (registration, transportation, and lodging) for students to attend conferences on a state or national level when they have earned or been granted state recognition for their accomplishments.
4. The District will cover registration for students to attend events on the local, regional, or state levels where those students compete against other students in activities related to classroom curriculum.

Expenses for the year must be included in the annual budget. Therefore, an allotment for expenses will have to be made via the spring requisition process, approved, and placed in the budget. Expenses beyond those approved in the annual budget will be denied. Additional expenses related to state or national recognition which may not have been anticipated will be approved on a case by case basis.

Jim Jones
District Administrator