

# TOP 10 RULES

for ASB Funding, Finance, Rules & Regulations

1. Public money, generated by the students or in the name of students, may be used only for Cultural, Athletic, Recreational, or Social purposes, which are optional and non-credit.
2. Money raised during the school day, and/or on school property, and/or using school personnel, and/or school materials is public money.
3. ASB funds are restricted public money and cannot be used for curricular purposes.
4. Co-curricular is not a legal term. Only curricular and extra-curricular are defined in the law.
5. Public money cannot be given away for private (charitable) use.
6. Students and staff must collaborate on the generation and use of public money.
7. You must have a system to monitor and protect the use of public money.
8. You must follow the federal, state, school board, and your own rules about ASB.
9. In a corporate sense, the Principal is the CEO and CFO of the ASB; the school board is the Board of Directors.
10. The State Auditor is only one of many regulatory agencies interested in the ASB.

Presenter: Sharon Suver-Jones  
Accounting and Business Manager  
Shoreline School District  
sharon.suver.jones@shorelineschools.org  
206-393-4404