

ADMINISTRATIVE PROCEDURE

SAN DIEGO UNIFIED SCHOOL DISTRICT

NO: 2255

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CATEGORY: **Fiscal Management, Associated Student Body**

EFFECTIVE: **5-16-62**

REVISED: **3-08-2002**

SUBJECT: **Investment of Surplus Funds**

A. PURPOSE AND SCOPE

1. To outline administrative procedures governing investment of surplus student body funds.

B. LEGAL AND POLICY BASIS

1. **Reference:** Board policy D-4000; Education Code Sections 48930, 48933, 48936; Government Code Section 16430.

C. GENERAL

1. **Originating Office.** Suggestions or questions concerning this procedure should be directed to the Accounting Department, Finance Division, Administrative Operational Support.
2. **Definition. Surplus student body funds** are funds not required for day-to-day operations and may consist of:
 - a. Donations for special projects.
 - b. Savings for a major project.
 - c. Gifts, when principal is invested and only interest can be used.
3. **Regulations**
 - a. **Investment of surplus student body funds** requires approval of the Associated Student Body council and the principal, and must be recorded in council minutes. *Investments are limited to:*
 - (1) Savings accounts in banks where accounts are insured by Federal Deposit Insurance Corporation.
 - (2) Investment certificates or withdrawable shares in state-chartered savings and loan associations, and savings accounts in federal savings and loan associations, provided that:
 - (a) Such associations are doing business in this state.

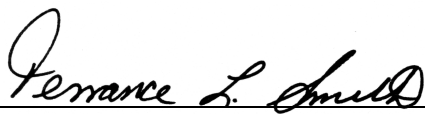
- (b) Accounts are insured by Federal Savings and Loan Insurance Corporation.
 - (3) Purchase of repurchase agreements issued by savings and loan associations or banks.
 - (4) Insured state-chartered credit unions, or federal credit unions doing business in this state.
 - (5) Purchase of bonds, notes, bills, certificates, debentures, or any other obligations issued by United States of America.
- b. **Deposit or Investment in a School District** (Education Code Section 48936).
In a district with an average daily attendance of 110,000 or more, student body funds may be loaned to any established student body in district schools with or without interest; loan period must not exceed three years.

D. IMPLEMENTATION

E. FORMS AND AUXILIARY REFERENCES

F. REPORTS AND RECORDS

G. APPROVED BY



Chief of Staff, Terrance L. Smith
For the Superintendent of Public Education