



TO: BOARD OF DIRECTORS JL  
FROM: STEVE LIDGARD, EXECUTIVE DIRECTOR – BUSINESS SERVICES  
SUBJECT: APPROVAL OF THE FIRST READING OF POLICY 3510  
ASSOCIATED STUDENT BODIES  
DATE: SEPTEMBER 1, 2020  
TYPE: ACTION NEEDED

The Washington State School Directors Association has revised and recommends the district adopt this policy to address House Bill (HB) 1660 - Participation of Students Who Are Low Income in Extracurricular Activities. The legislation requires districts that collect fees for extracurricular participation to adopt a policy that includes provisions for both waiving and reducing such participation fees for students who are eligible for the Free and Reduce Meals program.

Recommendation:

We recommend the board **approve the first reading of Policy 3500 Associated Student Bodies.**

## ASSOCIATED STUDENT BODIES

An associated student body (ASB) shall be formed in each school within the district whenever one or more students in that school engage in money-raising activities with the approval and at the direction or under the supervision of the district.

An associated student body will ~~shall~~ be a formal organization of students, including sub-components or affiliated student groups. Each associated student body shall submit a constitution and bylaws to the board for approval. The constitution and bylaws shall identify how student activities become approved as student body activities and establish standards for their supervision, governance and financing. Subject to such approval process, any lawful activity which promotes the educational, recreational or cultural growth of students as an optional extracurricular or co-curricular activity may be considered for recognition as an associated student body activity. Any lawful fund raising practices that are consistent with the goals of the district and that ~~which~~ do not bring disrespect to the district or its students may be acceptable methods and means for raising funds for student body activities. The board of directors may act or delegate the authority to a staff member to act as the associated student body for any school which contains no grade higher than grade six.

The school principal will ~~shall~~ designate a staff member as the primary advisor to the ASB and assure that all groups affiliated with the ASB have an advisor assigned to assist them. Advisors shall have the authority and responsibility to intervene in any activities that are inconsistent with district policy, ASB standards, student safety or ordinarily accepted standards of behavior in the community. When in doubt, advisors shall consult the school principal regarding the propriety of proposed student activities. Student activities cannot include support or opposition to any political candidate or ballot measure.

Each ASB shall prepare and submit annually a budget for the support of the ASB program to the board for approval. All property and money acquired by ASBs, except private nonassociated student body funds, shall be district funds and shall be deposited and disbursed from the district's associated student body program fund.

Money acquired by associated student body groups through fund raising and donations for scholarships, student exchanges and charitable purposes shall be private nonassociated student body fund moneys.

Solicitation of funds for nonassociated student body fund purposes must be voluntary and must be accompanied by notice of the intended use of the proceeds and the fact that the district will hold the funds in trust for their intended purpose. Nonassociated student body fund moneys shall be disbursed as determined by the group raising the money. Private nonassociated student body funds shall be held in trust by the district for the purposes indicated during the fund raising activities until the student group doing the fund raising requests disbursement of the funds and the accounts of the fundraising are complete and reconciled.

The board may establish and collect a fee from students and nonstudents as a condition to their attendance at, or participation in, any optional noncredit extracurricular district event of a cultural, social, recreational, or athletic nature. If the board establishes such a fee or fees, the superintendent or designee will establish a procedure for waiving fees for students who are eligible to participate in the federal free or reduced-price meals program and for reducing fees for students' family members and other nonstudents sixty-five or older who, by reason of their low income, would have difficulty in paying the entire amount of such fees. Fees collected pursuant to this paragraph shall be deposited in the ASB program fund of the district.

### Cross References:

2150 - Co-Curricular Program  
3515 - Student Incentives  
4200 - Safe and Orderly Learning Environment  
6020 - System of Funds and Accounts

### Legal References:

RCW 28A.325.010 Fees for optional noncredit extracurricular events—Disposition  
RCW 28A.325.020 Associated student bodies — Powers and

responsibilities affecting

RCW 28A.325.030 Associated student body program fund —  
Fundraising activities — Nonassociated student body  
program fund moneys

Chapter 392-138 WAC Finance — Associated student body  
moneys

RCW 28A.325.050 Associated student body program fund  
— Publication of information on school district web site

Cross Reference: Board Policy 6020 System of Funds and Accounts

Legal References: RCW 28A.325.020 Associated student bodies — Powers and  
responsibilities affecting

RCW 28A.325.030 Associated student body program fund — Created —  
Source of funds — Expenditures — Budgeting —  
Care of other moneys received by students for  
private purposes

Ch. 392-138 WAC Finance — Associated student body moneys

**Adoption Date: 06.17.03**  
**Stanwood-Camano School District**  
**Revised:**