

CR 86-89

CERTIFICATE

STATE OF WISCONSIN )  
 ) SS  
DEPARTMENT OF PUBLIC INSTRUCTION)

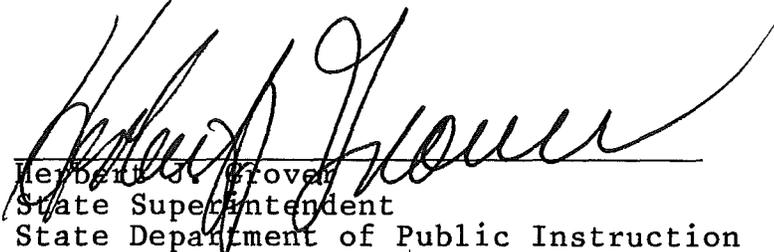
I, State Superintendent of the Department of Public Instruction and custodian of the official records of said department, do hereby certify that the annexed rule relating to the disposition of funds was duly approved and adopted by this Department on the first day of the month following publication in the Wisconsin Administrative Register.

I further certify that said copy has been compared by me with the original on file in this Department and the same is a true copy thereof, and of the whole of such original.

IN TESTIMONY WHEREOF, I hereunto set my hand and affixed the official seal of the Department at General Executive Facility (GEF) 3, 125 South Webster Street, P.O. Box 7841, in the city of Madison, this 3rd day of November, 1986.

RECEIVED

NOV 7 1986  
3:10 pm  
Revisor of Statutes  
Bureau

  
Herbert A. Groves  
State Superintendent  
State Department of Public Instruction

1-1-87

ORDER OF THE  
STATE SUPERINTENDENT OF PUBLIC INSTRUCTION  
CREATING RULES

1 To create Chapter PI 20, relating to the disposition of funds.

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Analysis Provided by the Department of Public Instruction

Sec. 20.907(5), Stats., provides that all monies coming into the possession of any officer or employe of a state agency by virtue of his or her office or employment shall be deposited with the state treasurer. However, the statute further provides that if any agency receives monies incident to an authorized activity which are not appropriated and not directed to be deposited with the state treasurer, the agency may adopt a rule which prescribes procedures in accordance with Chapter 34 Public Deposits for the disposition of monies received incident to an authorized activity.

Several department employes receive and dispose of funds in fulfilling their job duties. These duties include:

1) Consultant and advisory activities to statewide public school vocational youth organizations such as the Distributive Education Clubs of America (DECA), Future Business Leaders of America (FBLA), Vocational Industrial Clubs of America (VICA), Future Farmers of America (FFA), Future Homemakers of America-Home Economics Related Occupations (FHA-HERO), and others. These activities are part of the department's responsibility for vocational education under the Carl Perkins Vocational Education Act.

2) Custodial duties at the two state residential schools (Wisconsin School for the Deaf and Hearing Impaired and Wisconsin School for the Visually Handicapped) for parents' deposits of cash for their children's needs, as well as receiving funds from individuals or organizations which are donated for the specific benefit of the students in residence, and funds such as for class or club projects.

The proposed rule states that the state superintendent and the school superintendents at the residential schools may receive and expend funds connected with these activities. Complete and accurate records must be kept in accordance with generally accepted accounting, auditing, and internal control principles and practices.

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2 Pursuant to the authority vested in the Department of Public Instruction by  
3 s. 20.907(5), Stats., and 227.11(2)(a), Stats., as affected by 1985 Wisconsin Act 182,  
4 and interpreting ss. 20.907(5) and 20.255(1)(jr) and (L), Stats., the state superintendent  
5 of public instruction hereby creates rules as follows:

6 SECTION 1. Chapter PI 20 is created to read:

7 CHAPTER PI 20

8 DISPOSITION OF FUNDS

1 PI 20.01 DEFINITIONS. In this chapter:

- 2 (1) "Department" means the department of public instruction.  
3 (2) "DECA" means distributive education clubs of America.  
4 (3) "FBLA" means future business leaders of America.  
5 (4) "FFA" means future farmers of America.  
6 (5) "FHA-HERO" means future homemakers of America-home economics related  
7 occupations.  
8 (6) "State superintendent" means the state superintendent of public instruction.  
9 (7) "VICA" means vocational industrial clubs of America.

10 PI 20.02 APPLICABILITY AND PURPOSE. This chapter establishes procedures as  
11 authorized under s. 20.907(5), Stats., for the handling of monies received and expended by  
12 the department in conjunction with student activities and gifts received for the benefit of  
13 students at the Wisconsin school for the deaf and hearing impaired, the Wisconsin school  
14 for the visually handicapped, and statewide public school vocational youth organizations  
15 including, but not limited to, DECA, FBLA, FFA, FHA-HERO and VICA.

16 PI 20.03 STATE SUPERINTENDENT RESPONSIBILITIES. (1) The state  
17 superintendent may receive and expend funds incident to carrying out the activities of  
18 statewide public school vocational youth organizations including, but not limited to,  
19 DECA, FBLA, FFA, FHA-HERO, and VICA.

20 (2) A separate checking account or accounts for funds described in sub. (1) shall  
21 be established by the director of the bureau for vocational education in a public  
22 depository as defined under s. 34.01(5), Stats., with accrued interest added to the account.

NOTE: The state superintendent's authority to administer the activities of  
vocational youth organizations is derived from the Vocational Education Act at 20 U.S.C.  
s. 2341(a)(13) and under the federal regulations at 34 C.F.R. s. 400.513.

23 PI 20.04 WISCONSIN SCHOOL FOR THE DEAF AND HEARING IMPAIRED;  
24 WISCONSIN SCHOOL FOR THE VISUALLY HANDICAPPED. (1) The superintendents of

1 the Wisconsin school for the deaf and hearing impaired and the Wisconsin school for the  
2 visually handicapped may receive and expend funds incident to the following activities:

3 (a) Funds received from parents for the use of students in residence;

4 (b) Gifts from the public or from specific activities carried out by individuals or  
5 organizations for the benefit of the students; or

6 (c) Funds received from student organized social or business activities carried out  
7 with the approval of the school superintendent.

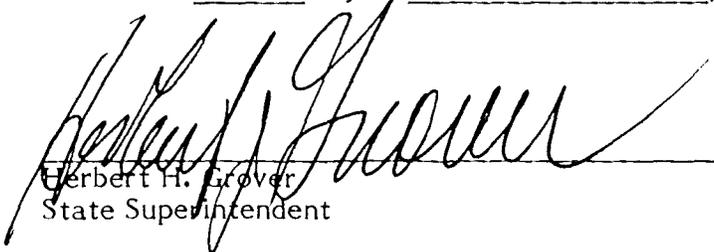
8 (2) A separate checking account or accounts for funds described in sub. (1) shall  
9 be established by each residential school superintendent in a public depository as defined  
10 under s. 34.01(5), Stats., with accrued interest added to the account.

11 PI 20.05 RECORDS. (1) Complete, accurate and auditable records of all accounts  
12 established under ss. PI 20.03 and 20.04, shall be maintained by the department.

13 (2) Records shall be established in accordance with generally accepted  
14 accounting, auditing, and internal control principles and practices.

The rules contained in this order shall take effect on the first day of the month following publication in the Wisconsin Administrative Register as provided in s. 227.22(2) (intro.), Stats., as affected by 1985 Wisconsin Act 182.

Dated this 3rd day of November, 1986.

  
Herbert H. Grover  
State Superintendent

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