

Student Personnel

Series 500

**Policy Title: INTERNAL ACCOUNTS**

**Code No. 507.1**

Collection of any funds for school activities must have the approval of the Superintendent and the recommendation of the building principal. All such funds shall be under the financial control of the Board. Records and procedures relating to internal accounts shall be in accordance with those found in Uniform Financial Accounting for Iowa Schools published by the Department of Education.

An audit of these accounts shall be made at the same time as the annual audit of school funds.

Date of Adoption:  
July 1, 1985

Reviewed & Revised:  
September 3, 1991  
June 30, 1997  
April 21, 2003  
January 21, 2008  
February 16, 2015

Student Personnel

Series 500

**Policy Title: CLASS OR GROUP GIFTS**

**Code No. 507.2**

Student groups may make expenditures for gifts to the district upon securing the recommendation of the building principal and the approval of the Superintendent. Gifts may be accepted and acknowledged by the Superintendent or his/her designated representative acting for the Board.

Date of Adoption:

July 1, 1985

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September 3, 1991

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February 16, 2015

Student Personnel

Series 500

**Policy Title: COMMENCEMENT**

**Code No. 507.3**

Students who have met the requirements for graduation will be allowed to participate in the commencement proceedings provided they abide by the proceedings organized by the school district.

A student may request to be excused from graduation activities through a request to his/her high school principal stating his/her reasons. Failure of a student to participate in commencement will not be a reason for withholding the student's final progress report or diploma certifying the student's completion of high school.

A student must have been enrolled in the district for at least the last semester of the school year of graduation in order to receive a diploma from the Colfax-Mingo Community School District and in order to participate in commencement. This requirement may be waived by the superintendent in extenuating circumstances.

Legal Reference: Iowa Code Sections 279.8; 280.3, .14 (1995).  
281. I.A.C. 12.2; .3(7); .5.

Date of Adoption:  
July 1, 1985

Reviewed & Revised:  
September 3, 1991  
October 2, 1995  
March 15, 1999  
April 21, 2003  
January 21, 2008  
February 16, 2015

## Student Personnel

Series 500

**Policy Title: INTERVIEW WITH STUDENTS**

**Code No. 507.4**

Generally, students may not be interviewed during the school day by persons other than parents and school district officials and employees.

Requests from law enforcement officers and from persons other than parents, school district officials, and employees to interview students shall be made through the principal's office. Upon receiving a request, it shall be the responsibility of the principal to determine whether the request will be granted. When practical, generally, prior to granting a request, the principal shall attempt to contact the parents to inform them of the request and to ask them to be present.

If a child abuse investigator wishes to interview a student, the principal will defer to the investigator's judgment as to whether the student should be interviewed independently from the student's parents whether the school is the most appropriate setting for the interview, and who will be present during the interview.

Students will not be taken from school without the consent of the principal excluding law enforcement agencies with proper legal documentation.

Legal Reference: Iowa Code 232; 280.17 (1995). 281 I.A.C. 102. 441 I.A.C. 9.2; 155; 175. 1980 Op. Att'y Gen. 275.

Date of Adoption:  
December 21, 1987

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January 21, 2008  
February 16, 2015