



TO: School Board Members

FROM: Brian Schultz, Director of Finance

DATE: September 14, 2026

SUBJECT: Administrative Review of Policy 511, Student Fundraising

BACKGROUND

An administrative review of Policy 511, Student Fundraising, has been completed. The policy adheres to the district's processes and procedures currently in place. This policy was last reviewed in April of 2023.

School District 197 reviews its policies on a 3-year cycle unless otherwise required by law. Typically, recommended policy changes are brought to the school board for three readings, with approval at the third reading. However, when the administration is recommending minor or no changes to the policy, it is labeled as an "administrative review." Consistent changes the board has asked to be applied to policies are considered minor. One example is using more inclusive language such as using "parent/guardian" instead of just "parent."

When labeled an "administrative review" the policy is placed on the consent agenda for a single reading with a recommendation to approve the policy as presented. As a reminder, board members always have the opportunity to remove a policy from the consent agenda to discuss it as part of the main agenda.

The policy was also reviewed using the district's Four-Way Equity Test. This policy provides consistent expectations for fundraising activities in the district. When our schools and district choose to engage in fundraising activities it is important that we consider accessibility, diversity, equality of opportunity and inclusivity. All funds raised must be used to benefit all students of the group or school for which the funds were raised.

RESOLUTION

BE IT RESOLVED by School Board of School District 197 to approve Policy 511, Student Fundraising, as presented.