



**Future Ready. Community Strong.**

**Agenda IV.A.  
November 18, 2021**

**To:** Board of Education  
Dr. Theresa Battle, superintendent

**From:** Lisa Rider, executive director of business services

**Date:** November 12, 2021

**Re:** Report on Fundraising

Policy 511 Student Fundraising requires a report twice a year, May and November. This is the first report after implementing a process to track and record fundraisers. There are still improvements to the process that we are seeking to ensure completeness and accuracy in providing this report.

We ran the reports from the e-commerce system from July, 2020 to October 31, 2021.

Below is our Fundraiser report that includes the activity, type of fundraisers, timing, purpose, and results.

Activity	Type	Timing	Purpose	Results
Eagle Ridge Middle School Fundraiser	Call for donations	Annually October through June	For student supplies, field trips, PBIS (Positive Behavior Interventions and Supports)	FY21 had a total of \$400 FY22 thus far has \$124
Nicollet Middle School Fundraiser	Call for Donations	8/23/2021 thru 6/10/2022	PBIS; guest speakers for students and parent events; community building, student activity scholarships	FY22 thus far has \$700

Activity	Type	Timing	Purpose	Results
Gideon Pond Supply Drive	Option for E Commerce to allow for ease of donation	9/1/2021 thru 6/09/2022	For student supplies	FY22 thus far has \$565.00
NMS Chipotle Restaurant Night	Fundraiser	10/30/2021	For PBIS materials or other incentives for students. Chipotle needs \$150 before 33% of Sales is received as a fundraiser	FY22 deposits anticipated but not received by 10/31/2021 are: \$115.75
Burnsville Senior Center	Monthly Dining Club Cards	9/10/2021-3/30/2022	For Burnsville Senior Center activities	FY22 thus far: \$2900.00
Burnsville Senior Center	Annual Giving Campaign	7/1/2021 thru 6/30/2022	For Burnsville Senior Center Activities	FY22 thus far \$14,850.00
2020 Meal Deal Fundraiser	Call for Donations	07/01/2020 thru 01/31/2021	For Burnsville Senior Center- to help cover cost to offer a fixed price warm meal to family's or to individual's that signed up.	FY21 had a total of \$4,452.

The above information may overlap with some donations that have been reported under the Board Donations Report provided each board meeting. It is sometimes difficult to discern donations from Fundraisers. We define Fundraisers as communications to our public of a call for donations or participation in a fundraiser for a particular purpose.

We have implemented a process that first calls for the completion of the Request for Fundraiser. This form must be approved and signed by the site/department supervisor and forwarded to the Office of the Assistant Superintendent for review and approval. Once the final approval is provided, the Fundraiser may proceed with communications with the public. As a form of assistance, The Administrative Assistant to the Assistant Superintendent will establish an E-Commerce link for the receipt of credit card contributions to the Fundraiser (deposited into the appropriate account code) and provide the link to be shared in electronic communications with families and our public. The use of Ecommerce allows the ease of electronic contribution to the fundraiser and eliminates the handling of cash/checks within our schools. We are encouraging the use of the electronic means for deposits related to fundraisers and donations.