

## Community Relations

### Soliciting Funds From and By Students

The Board of Education supports school activities that engage children in raising funds as a means of encouraging and nurturing the development of values reflecting charitable giving and concern for others in need.

Fundraising activities must be designed to advance the educational mission of the school district, be directly related to financing the school or curricular activities or character development and must be undertaken under the direction and guidance of the administration and staff. School fundraising activities must also comply with the following conditions.

1. No fund raising activities are to be conducted by non-school agencies or for non-school activities among or by the school children, except as provided under law and consistent with the policies of the Board of Education.
2. Selling is not permitted on the school campus without administrative approval.

The Board of Education requires, as a condition of approval, that the sponsoring individual, group or organization fully comply with any and all sales tax requirements of the State or Federal Government.

The Superintendent may approve and authorize fund raising activities consistent with the following guidelines:

1. Requests for fundraisers shall be made and approved, in writing, in advance of initiating the activity by the building Principal in consultation with the Superintendent.
2. Significant educational or financial benefits will accrue to the school and/or students, either directly or indirectly, from the activity.
3. The mechanics and procedures of fund raising will not result in an unacceptable burden to teachers, other school staff, or families of school children, nor subject the school to inappropriate risks or responsibilities in handling funds.
4. With the exception of PTO activities, all school directed fund raising activities involving children whether sponsored by a class, grade level, individual or the school shall follow Board of Education financial accounting procedures.
5. Fund raising proceeds shall be processed through the student activity account properly documenting receipt and distribution of the funds.
6. Collections of items, personal appeals of individual staff, and requests made of children to bring in a specific amount of money to cover a classroom activity or program shall be cleared with the Principal in advance.
7. The organizations for which funds are solicited must either be governmental or charitable.

Upon approval of the Superintendent, information from recognized charitable and other organizations, which could eventually result in voluntary student and/or parental activities, contributions, or memberships of benefit to the organization, may be distributed through the schools under established guidelines affecting

such notifications. In these instances, the distribution of material would be the only school involvement on behalf of the organizations.

**Policy adopted: ~~March 19, 2012~~**