

Fund Raising Activities Involving Students

Students and groups conducting fund raising activities involving students shall comply with the following rules and regulations:

- A. Student participation shall be voluntary.
- B. The fund raising shall not bring disrespect to the district or its students, as determined by the superintendent or designee.
- C. Fund raising activity efforts shall not interfere with the educational program.
- D. Fund raising activities conducted by associated student bodies or sub-groups thereof shall conform to the district ASB accounting requirements. Expenditures of all ASB funds shall be approved by the ASB.
- E. Fund raising activities conducted by outside groups (including parent groups) shall not involve the official student body organizations and must not utilize district materials, supplies, facilities or staff unless reimbursement is made; except as in F. below.
- F. If fund raising activities are co-sponsored by a student body organization and a parent group, an arrangement for the proportional sharing of expenses and profits or losses shall be made prior to initiation of fund raising.
- G. Fund-raising activities projected to raise in excess of \$5,000 shall be submitted by the principal to the superintendent for approval.
- H. All applications for approval shall be submitted on the appropriate fund raiser request form and shall include:
 - 1. Comprehensive identification of the sponsoring group and persons involved,
 - 2. The proposed activity in detail, i.e. date(s) & times, items for sale, etc.
 - 3. The manner in which the money is to be collected, and
 - 4. The purpose(s) for which the money will be used.
- I. The following fund raising activities are permitted when all district rules and regulations are followed. Any fund-raising activity that is not listed below shall have prior approval of the superintendent.
 - 1. Sales of goods (candy, T-shirts, etc.), magazines, apples (if maintained in cold storage),
 - 2. Car washes, school supplies, rummage and garage sales, pancake breakfasts, spaghetti dinners,
 - 3. Paper drives, bottle drives, etc. that do not interfere with the school day,
 - 4. Carnivals when organized and supervised by the school and/or the recognized parent group,
 - 5. Skating and bowling parties provided there is adequate supervision and liability protection,
 - 6. Bandathons, bikeathons, and walkathons provided that there are no more than three (3) during a school year,
 - 7. Basketball games if liability insurance for participants and facilities is included in the contract, and

8. Talent, variety, musical, and drama productions (after school hours).
- J. When the ASB shares in the receipts derived from vending machine operations or from the sale of student pictures, such activities shall be in compliance with district policies and procedures, including but not limited to policy 8500.
- K. Any outside group other than an official school-parent group shall have district approval before conducting fund raising activities within a school or schools. Such outside organizations or persons seeking to raise funds from or through students:
 1. Shall work through established official parent organizations and not with or through student body organizations or the administration.
 2. Shall be referred to the appropriate parent organization for access to students for purposes of fund raising, which shall have the option of permitting the outside group to utilize the parent organization's normal method of communication to transmit information concerning the fund raising.
 3. Shall not use school materials, supplies, facilities, or staff without proper reimbursement.
 4. Shall not collect money in school buildings as part of fund raising activities. Fund collections may be made by other means in other locations under the supervision of the official parent groups, except that each school may permit the official parent organization to maintain one box in the school's central office for deposit of envelopes containing funds from a permissible fund raising activity.
 5. May display posters and/or brochures-announcing a fund raising activity, which shall include the purpose for the funds raised. Flyers explaining the activity shall be made available to students only through the school office.