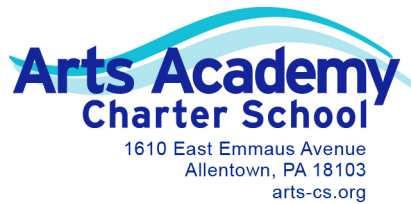


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Board Policy 4.3

Student Fundraising

Purpose

The Board acknowledges that solicitation of funds from students must be limited because compulsory attendance laws make the student a captive donor and such solicitation may disrupt the educational program of the schools.

Definition

For purposes of this policy, student fundraising shall include solicitation and collection of money by students.

Authority

All student fundraisers must have a faculty sponsor who will submit the initial proposal and oversee the fundraising efforts. Before the Executive Director reviews any proposal for fundraising, the proposal must first be submitted by the faculty sponsor, in writing, to the building principal.

Once cleared by the Principal and Marketing and Development Manager, the proposal, with comments by the Principal and Marketing and Development Manager, shall then be sent to the Executive Director. The Executive Director will act on each proposal individually and render a decision. In certain cases, the Executive Director may find it necessary to consult with the Board of Directors before reaching a decision.

Requirements and Prohibitions

The written proposal for permission to conduct a student fundraiser must contain:

- A description of the proposed fundraising event/activity;
- Identification of the target group to benefit from the fundraiser;
- Identification of the student group proposing to conducting the fundraiser;
- Acknowledgement that the school may be required to reallocate the funding pursuant to state and/or federal law;
- Identification and signature of the faculty member(s) sponsoring the fundraiser;
- Identification of any non-student or faculty individuals who will be participating in the fundraiser (parent groups, individuals, etc.);

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- A description of the out-of-pocket cost of the fundraiser (if any);
- Identification of the per-unit base price and fundraising benefit (the percentage of the price that will go directly to the school);
- An estimate or target goal to be raised; and
- A detailed description as to how, where and when the fundraiser will take place.

The Board of Directors prohibits in school buildings, on school property or at any school-sponsored activity the collection of money by a student for personal benefit or for any non-school purpose.

School-related fundraising by students or fundraising by students that has the appearance of being school-related, whether on or off-campus, without prior approval is granted by the Executive Director, is strictly prohibited. Employees shall be responsible for immediately reporting to the building principal any fundraising or solicitation that is in violation of this policy and may not permit students to conduct such activities on school grounds.

Door-to-door sales are strongly discouraged, and students shall never be obligated to conduct door-to-door sales for fundraising activities. Parents shall be responsible for ensuring that their children conduct any fundraising activities in a prudent and safe manner.

All proposals for fundraising must be submitted in a timely fashion to allow for a reasonable time for appropriate response. A minimum of two weeks shall be necessary for the review of the fundraiser proposal, however, some proposals may require more time.

The Executive Director or designee may develop administrative regulations to effectively implement this policy.

The Principal shall distribute this policy and relevant procedures to each student organization seeking permission to solicit funds.

All funds solicited shall be governed by applicable Board Policy, including Bd. Pol. 8.9 – Student Activity Funds.

Specific approval must be obtained by the building principal for any solicitation of and/or by students on school grounds. Student groups or other groups wishing to solicit on school grounds must obtain specific approval to do so by the Principal. Such permission, if granted, shall specify where and when such solicitations may be made. Permission for the sale of tickets, donations, or products of any kind must be secured from the Principal.

The price of any and all event tickets must have the approval of the administration prior to the final establishment of price or the printing of tickets.

Use in a student fundraiser of the school's name, likeness or other information that may give the impression that a fundraiser is for the school or school related is strictly prohibited unless the requirements of this policy have been met.