

Fund and Charity Drives

The solicitation of funds for fund and charity drives from students and staff must be limited because both groups may be considered captive audiences. Solicitation can disrupt educational programs and may involve a conflict of interest.

Approval for fund or charity drives involving entities *other than* Junior Red Cross, the March of Dimes, the Multiple Sclerosis Society, the American Heart Association, the American Cancer Society (includes Relay for Life) and the American Diabetes Association must be approved, in advance, by the superintendent (or designee).

For-school fund raising and/or charity drives

Merchandising or fund raising by students and staff for non-annual special causes, events or classroom supplies, equipment or materials (includes DonorsChoose, GoFundMe, Aid2Assist and other online fund raising systems) **may not** be conducted without prior approval of the superintendent (or designee).

Allowable for-school fund raising includes Associated Student Bodies (ASBs) activities to support school sports, clubs, or non-curriculum field trips. The following fund raising activities are permitted, if all other conditions are met:

- Sales of goods;
- Car washes, school supplies, rummage and garage sales, meals, advertisements and auctions;
- Carnivals, when organized and supervised by the school and/or the recognized parent group;
- Skating and bowling parties provided there is adequate supervision and liability protection;
- Band-a-thons, bike-a-thons and walk-a-thons provided there are no more than one during a school year;
- Basketball games, if liability insurance for participants and facilities is included in the contract;
- Talent, variety, musical and drama productions (after school hours); and
- Raffle and bingo games (no more than two per school year).

Non-school fund raising and/or charity drives

Principals/directors have the discretion to determine if a school/department participates in *local* fund and charity drives, specialized causes and local community events. Charitable or special, non-annual causes may include:

- Assistance to persons whose homes have been damaged or destroyed;
- Help for staff or students who are facing hardship;
- Local community projects (includes Caring for Kids, local food drives and locally-sponsored events); and
- Disaster relief for other communities (national and international).

Participation by students or employees must be voluntary.

No organization outside of the school shall be permitted to enter schools, classrooms or common areas to advertise by talks or demonstrations, a program, show or activity. Fund raising efforts must not interfere with educational programs or utilize district materials (including the district email system), supplies, facilities or staff unless reimbursement is made. A sign, poster or brochures explaining the program/fund raising activity may be available to students through the school main office. Posters, flyers or brochures publicizing the cause or event must approved through Policy 4060, Distribution of Materials and include the district's disclaimer.

The period of time allowed for the particular fundraiser or charity drive must be predetermined and short of duration.

Door-to-door canvassing by students is prohibited.

Schools and departments should also reference procedures for Revenues and Transmittal of District Receipts (Procedure 6020-P1) and Securing Cash and Other Assets in Safe or Vault (Procedure 6020-P4).

Date: 11.17.14

Revised: