

## **STUDENT FUNDRAISING ACTIVITIES**

The School Committee recognizes that it is responsible for providing through the budget process the resources necessary to support the school unit's instructional program. However, the School Committee acknowledges that student organizations may wish to engage in fundraising in order to support their activities, to provide funding for social events and/or student travel, to benefit the school or community, or for humanitarian purposes.

It is the purpose of this policy to provide guidelines for student participation in fundraising activities.

### **A. Fundraising Guidelines**

The following general guidelines apply to fundraising by student organizations. These guidelines and additional considerations shall apply to student participation in fundraising conducted for other purposes.

1. All student activities must be approved in advance by the building principal and superintendent. There must be sufficient educational or financial benefits to the school and/or students to justify the fundraising activity.
2. Student fundraising activities must be supervised by a building administrator, a teacher and/or activity advisor.
3. The activity must be one which schools and students may appropriately engage, and must not subject the schools or students to unnecessary risk or responsibility.

Examples of unacceptable fund-raising activities include:

- A. Activities that advertise, promote or endorse a particular commercial product;
- B. Activities which require students in grades K-3 to sell or solicit funds or materials in the community is prohibited. Any such participation in grades 4-12 must be on a voluntary basis;
- C. Essay or poster contests for non-educational purposes; and
- D. Classroom teachers shall not be required to participate in fund-raising activities for the purpose of receiving supplies, materials, equipment or services from any commercial or nonprofit organization.

4. Participation by students shall be voluntary.
5. The activity must not be unduly demanding of student or staff time or work.
6. There shall be no mandatory quotas for product sales or donations.
7. Students participating in fundraising activities are expected to conduct themselves in accordance with School Committee policies, school rules and the student code of conduct.
8. In the interest of student safety, activities involving door-to-door solicitation by K-8 students are discouraged.
9. The building administrator and/or Teachers and/or advisors supervising fundraising activities will be responsible for the collection, monitoring, deposit into student activity accounts, and disbursement of funds raised in accordance with the School Committee's policy JFF, Student Activities Funds Management.

B. Solicitation of Funds By and From Students for Humanitarian or Charitable Organizations

Student fundraising may be conducted to benefit humanitarian or charitable organizations or purposes only as follows:

1. The fundraising activity or charity drive must be sponsored by a recognized school club or student organization and approved in advance by the building principal and superintendent.
2. Participation in or donation to any fundraising activity shall be optional. Under no circumstances will any student be compelled to participate or donate, or be penalized for not participating or donating.
3. Fundraising activities must be conducted in accordance with the guidelines in Section A of this policy.

C. Use of Students in PTO/Parent Group Fundraisers

The School Committee recognizes that PTO's and other parent groups may wish to involve students in fundraising activities. The following provisions apply to student participation in such activities:

1. Any fundraising activity sponsored by a PTO or other group that involves student participation must be approved in advance by the building principal and be conducted in consultation with the building principal. In questionable areas, the principal shall refer the request to the superintendent and, if need be, the school committee.
2. Participation should provide a positive experience for students.

D. Coordination of Fundraising Activities

PTO's, boosters and other parent groups are encouraged to coordinate their fundraising activities with student organization-initiated fundraisers in order to avoid burdening local businesses and the community.

The School Committee encourages the use of a fundraising calendar at each school and/or district to assist in spreading fundraisers over the school year.

Cross Reference: JFF, Student Activities Funds Management  
EFE, Competitive Food Sales

Adopted: June 10, 1988

Revised: November 17, 1993; April 27, 1999, June 9, 2009