

Community-Funded Programs/Activities

Requests to reinstate programs and/or activities reduced, suspended or discontinued by the district will be processed as follows:

1. The individual, group or organization requesting to fund a reduced, suspended, or discontinued program or activity must put in writing justification for funding of program to include overall benefits to students.
2. The individual, group or organization must request a budget for the reduced, suspended or discontinued program-or activity through the superintendent. The budget provided will include program or activity-related operating costs, including salaries, supplies, materials, equipment, transportation, dues and fees, cost of officials and other related expenses as identified by the superintendent or designee in order to operate the program or activity. Budgets must also include projected costs for district and state postseason events for district-sponsored activities under the Oregon School Activities Association. The budget will include estimated gate receipts and pay-to-play revenues. All salaries, benefits, and associated payroll costs must follow either district contracts with unions and/or school district policy;
3. The superintendent or designee will inform the group what level of the program or activity must be funded (i.e., teaching staff, support staff, varsity only, varsity and all sub-varsity level teams, middle school, elementary school, etc.) in order for the Board to consider reinstating the program. The superintendent may consult with legal counsel to ensure the requirements of Title IX are met;
4. The individual, group or organization must submit a formal request to reinstate the program or activity. Requests must be in writing, include a financial plan to meet the district's estimated program or activity operating costs and be directed to the superintendent;
5. The superintendent will review the request. He/She may solicit the input of the principal, teachers, athletic/activities director, coach(es) or adviser(s) and others as applicable;
6. The superintendent will submit his/her recommendation to approve/deny the request to the Board whose decision shall be final.

Board decisions to approve reinstatement of a reduced, suspended or discontinued program or activity will be subject to the following:

1. The Board will review the request and consider the superintendent's recommendation at a regular or special meeting. The individual, group or organization may be invited to respond to any Board questions;

2. All funding necessary to reinstate a program or activity must be deposited in a district special revenue account established for that purpose no later than 30 calendar days prior to the starting date of the program or activity, including the first day of practice for athletics. Other payment options may be considered and approved as part of the superintendent's recommendation and the school board's decision;
3. In the event sufficient money is not raised, the proposed program or activity will continue to be reduced, suspended or discontinued and not considered for reinstatement until the following year. Money donated will be returned to the appropriate individual(s), groups or organizations within 30 school days in the event sufficient funds have not been raised;
4. All disbursement of funds will be made from the appropriate fund established for the reinstated program or activity. No disbursement of funds will be permitted by the district until the minimum amount necessary to fund the activity as approved by the Board has been deposited;
5. Direct payment to teachers, coaches or advisers, is prohibited;
6. Extra-duty contracts for advisers, coaches or staff of reduced, suspended or discontinued programs and activities may be offered and signed only following superintendent or designee approval that necessary funds have been deposited in district accounts on or before the deadline established by the district;
7. All programs or activities reinstated due to the efforts of individuals, groups or organizations will remain under the direct control of the district;
8. Each program or activity must be taught, coached or advised by a district-paid employee. Volunteer advisers and coaches may also be permitted, subject to approval by the superintendent or designee and consistent with established district procedures;
9. Fund-raising conducted on behalf of the district by nonschool individuals, groups and organizations must meet established Board policy and administrative regulations governing such activities.
10. Under no circumstances will students or staff be coerced or compelled to participate in fund-raising activities. Students may not be barred or otherwise penalized because of a refusal to participate in fund-raising activities conducted on behalf of the district;
11. Any unspent funds donated or raised on behalf of the district remaining at the conclusion of the program or activity will be returned to the individual, group or organization or retained in the account to allow the continuation of the program.
12. At the time of donation the individual, group or organization must designate to whom and where remaining funds are to be distributed in the event of the discontinuation of the program. At the time of donation the individual, group or organization must also provide direction on other district uses of the funds in the event of discontinuation of the program where it is not feasible to return the remaining funds to the original designated party.