

Internet-Based, Crowd Funding Solicitation

1. All district or school internet-sourced crowdfunding, or other similar types of monetary solicitation, shall be in compliance with all district fund-raising policies, requiring preapproval from the building administrator.
2. All internet-sourced crowdfunding sites must be authorized in advance by the finance and operations director. The building administrator shall ensure that the internet-sourced crowdfunding site is authorized, and that the terms of the site are being followed.
3. The building administrator shall monitor the internet-sourced crowdfunding site to ensure that no student information is disclosed improperly and no images are used without permission.
4. All district or school fund raising will be on the district's system and shall follow appropriate policies and use guidelines.
5. All technology purchases or request for purchase will be approved by the director of technology.
6. All nonmonetary items obtained become property of the district and all inventory procedures apply.
7. All monetary donations shall be recorded in the proper school or district fund. No school or district banking information shall be given out. A check will be requested to be mailed to the school or district in the name of the school or district and not to the name of an individual.
8. A file will be maintained by the building administrator that documents the approval, details of the project, a print out of the website, copies of all agreements and permission forms, copies of any checks of monetary donations received, as well as the inventory listing nonmonetary donations.