

## **District Fund-Raising Activities**

Fund-raising activities are important to the operation of selected district wide educational programs and activities as well as the overall operation of a school. They provide resources to conduct activities for students, purchase some supplies and equipment not provided for through the district operating budget, meet operating expenses of parent groups and booster clubs and related purposes such as activities by students, staff and/or parent/community groups. For these reasons they are authorized. It is equally important that the district administer fund-raising activities in such a way as to maintain an equitable balance of resources so that all district students have comparable educational opportunities. In order to provide for equity among programs and for an equal opportunity for student and community groups to participate in fund-raising activities, the following guidelines are established to regulate who may fund-raise and for what purposes.

### **District-Level Fund-Raising**

This administrative regulation provides further direction to implement Board Policy IGDF - Student Fund Raising Activities, which regulates the procedures for conducting fund-raising activities to support instructional programs and activities. Fund raising may be used to support salaries, related personnel costs, basic equipment and/or supplies.

### **Instructional Programs and Activities Supported through Fund-Raising - Procedures**

1. Districtwide activities and/or instructional programs which may be supported by fund-raising activities must be authorized by the superintendent or designee. Activities and programs so authorized will be published annually. Such activities/programs are subject to further assessment and review related to the success/failure of the activity.
2. The district will determine the conditions of comprehensiveness and equality under which the activities and programs will be conducted. Applicable state and federal laws such as the Americans with Disabilities Act and Title IX will be included as criteria for making this determination. Approval will be based minimally on the following conditions:
  - a. Programs/activities provide for equal access for all district students;
  - b. Proposed programs/activities recognize the demand placed on the community by increased fund-raising activities to the maximum extent possible, such activities will avoid donation based funding and promote service based opportunities;
  - c. Proposed programs reflect the district's desire to maintain a comprehensive educational program by submitting plans that provide for equity among programs;
  - d. The scope of the proposed program is within the norm of similar programs/activities governed by the Oregon School Activities Association and/or other school districts;

- e. Proposed fund-raising activity/program is consistent with school/District goals and will not cause a disruption.
3. Fund-raising activities must adhere to the following requirements:
- a. Door-to-door solicitation is prohibited.
  - b. Refrain from selling products with percentage-based revenue (i.e., candy bars, etc.)
  - c. Students cannot be placed in dangerous or compromising situations;
  - d. Fund raising cannot unfavorably impact other district programs or schools;
  - e. Activities must be appropriate to the philosophy and goals of the district;
  - f. Groups must follow established procedures or district policies related to fund-raising.
  - g. Funding request needs to be submitted two weeks prior to the beginning of the event.
4. Participation fees will be required of all students for selected activities that occur outside of the school day. In order for all students to participate, community groups and individual schools are encouraged to establish funds for scholarships.
5. The district will conduct an annual review of the guidelines and procedures governing fund raising as described in this administrative regulation. This review will determine the degree the regulation facilitates the district's efforts to incorporate fund raising in support of approved programs and/or activities.