

Student Fund-Raising Activity Request and Verification

1. Whenever money in a building fund originated from the general fund, receipts shall be forwarded to the business office. Such money shall be maintained separately from student activity funds.
2. Income generated as a result of general fund purchases, such as the sale of shop project materials to students, is to be returned to the business office and reported as revenue.
3. School fundraisers which generate money that cannot be considered student body funds will normally be sent to the district business office to be appropriately accounted for in the appropriate district account. These revenues must be included as part of the normal budget process and they may be spend at the discretion of the principal.
4. The Board supports student fund-raising as a way to supplement public funds, a way to allow students to learn, and as a means to provide community service. The Board encourages activities that meet these standards:
 - a. Student safety is a paramount consideration;
 - b. Door-to-door sales are not used as a school's primary means of raising supplemental funds and, if approved, such sales never involve unchaperoned elementary school children. Parental releases shall be required for door-to-door fund raising;
 - c. Agreements may be signed with professional fund-raisers if at least 40 percent of the money raised stays in the community. Exceptions may be considered on a case-by-case basis;
 - d. Bringing parents and community members to the school is always preferable to raising funds outside of school;
 - e. Individual students should not be punished or miss activities because they did not meet "sales" quotas.
5. All student funds are to be accounted for per Board policy IGDG - Student Activity Funds.
6. Any funds raised by student organizations which are donated to the school shall be accounted for per Board policy IGDF - Student Fund-raising Activities.