

Community-Funded Activities

Requests to reinstate programs, projects or activities will be processed as follows:

1. The individual, group or organization must request a budget for program, project or activity through the superintendent. The budget provided may include program, facilities project 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, project 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;
2. The superintendent or designee will inform the group what level of the program, project or activity must be funded in order for the Board to consider the funding raising project. The superintendent may consult with legal counsel to ensure the requirements of Title IX and bidding requirements are met;
3. The individual, group or organization must submit a formal request to fund raise. Requests must be in writing, include a financial plan to meet the district's estimated program, project or activity operating costs and be directed to the superintendent;
4. The superintendent will review the request. He/She may solicit the input of the principal, athletic/activities director, coach(es) or adviser(s), plant and operations director and others as applicable;
5. The superintendent will submit his/her recommendation to approve/deny the request to the Board whose decision shall be final.

Board decisions to approve fund raising by public groups 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 district accounts established for that purpose no later than 30 calendar days prior to the starting date of the program, project or activity;
3. In the event sufficient money is not raised, the proposed program, project or activity will not be considered for reinstatement until the following year. Money donated will be held in a school account until such time as the district and fundraising group reach agreement on how to use donated

money. Should both parties fail to reach agreement the superintendent shall make a recommendation to the Board regarding disposition of the funds;

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, project or program 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, project or activity must be taught, coached, advised or over-seen 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 retained by the district in the appropriate program or activity account or general fund as deemed appropriate by the Board;
12. The superintendent or designee will report to the Board at the conclusion of the program or activity a final accounting of all associated revenue and expenses.