

Policy JJE - STUDENT FUND-RAISING ACTIVITIES

The Board recognizes that it is responsible for providing the resources necessary, through the budget process, to support the school unit's instructional program. However, the Board acknowledges that student organizations may wish to engage in fundraising in order to support their activities, to provide funding for social events and/or student travel, to benefit the school or community, or for humanitarian purposes. Fund-raising events shall be reviewed and approved by the superintendent.

It is the purpose of this policy to provide guidelines for student participation in fundraising activities.

A. Fundraising Guidelines

The following general guidelines apply to fundraising by student organizations. These guidelines and additional considerations shall apply to student participation in fundraising conducted for other purposes.

1. All student fundraising activities must be approved in advance by administration. There must be sufficient educational or financial benefits to the school and/or students to justify the fundraising activity.
2. Student fundraising activities must be supervised by a building administrator, teacher, or activity advisor.
3. The activity must be one in which schools and students may appropriately engage, and must not subject the schools or students to unnecessary risk or responsibility. Any fundraiser should provide a product or service that is not in direct on-going competition with a local business. In the event there is a question regarding the appropriateness of a proposed activity or the proposed fundraising activity, the administration shall consult with the school board.
4. Participation by students shall be voluntary.
5. The activity must not be unduly demanding of student or staff time or work. Unless the development of the fundraiser is deemed to be an essential component of the curriculum, neither students nor staff should miss instructional time to plan or implement fundraising activities, acquire, demonstrate, or distribute products, solicit sales, or to collect or record monies. Students may participate in fundraising activities during non-instructional time, such as lunch periods and before and after school.
6. There shall be no mandatory quotas for product sales or donations.
7. Class time will not be used for distribution of promotional materials.
8. Students participating in fundraising activities are expected to conduct themselves in accordance with Board policies, school rules, and the student code of character.

9. In the interest of student safety, activities involving door-to-door solicitation by elementary level students are prohibited.
10. All approved fundraising activities must comply with applicable laws and adopted WBSAU policies

B. Solicitation of Funds by and from Students for Humanitarian or Charitable Organizations

Student fundraising may be conducted to benefit humanitarian or charitable organizations or purposes only as follows:

1. The fundraising activity or charity drive must be sponsored by an entire school or student service organization and approved in advance by the building principal.
2. The activity or drive must be supervised by a building administrator or teacher.
3. Instructional time should not be used for planning or soliciting funds nor be used for distribution of promotional materials.
4. Participation in or donation to any fundraising activity shall be optional. Under no circumstances will any student be penalized for not participating or donating.
5. Fundraising activities must be conducted in accordance with the guidelines in Section A of this policy.
6. The building administrator or teacher charged with supervising the fundraising activity or drive will be responsible for the collection, monitoring, and disbursement of funds raised. Use of any student activity account must be in accordance with the district's established cash management procedures.

Legal Reference:

Title 17, MRSA, Sec. 331

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