

POLICY 6740
STUDENT FUNDRAISING ACTIVITIES

When authorized by the Superintendent and/or his/her designee, students may, under adult supervision, raise funds for school-related purposes. Such fundraising shall be conducted as specified under the regulations of the District and shall not be conducted in any manner that would violate state or local ordinances.

Funds raised for the benefit of school groups or organizations or for school activities where such groups, organizations or activities are subsidized by District funds shall be maintained by the Office of Finance and shall be disbursed in accordance with established procedures.

Funds raised for the benefit of school groups or organizations or for school activities where such groups, organizations or activities are not subsidized by District funds shall be maintained in separate accounts at the individual school and administered by the principal of each school, who shall make complete and accurate accounting for such funds.

LEGAL REF.: Wisconsin Statutes

Section 103.23 [Participation in fundraising activities by children under 12]

118.12 [Sale of goods or services at schools]

CROSS REF.: 1500, Solicitation/fundraising

1400, Gifts, Grants and Bequests

3340, Monies in School Buildings

6700, Extracurricular Activities and Programs

6710, School Organizations

6741, Raffles

ADMINISTRATIVE REGULATIONS: 6740, Fundraising Permission Form

AFFIRMED: December 28, 1990

REVISED: January 29, 2002

February 27, 2018

RULE 6740

STUDENT FUNDRAISING ACTIVITY GUIDELINES

Student fundraising activities shall be classified under two headings:

1. Requests for fundraising within the school by students for the benefit of school groups shall be regulated by the principal as well as the District department administrator, where applicable.
2. Requests for fundraising solicitation from the public shall be analyzed and rejected or approved by the principal as well as the District department administrator, where applicable, and then forwarded to Chief Financial Officer for final approval. Requests of this nature will specify the purpose, type and duration of the activity involved and shall require the approval of the principal or District department administrator before submission to the Chief Financial Officer. The principal or District department administrator shall carefully evaluate the request and shall judge its validity on the basis of the use to be made by the funds acquired, the frequency of requests and shall avoid conflicts with projects of other groups.

A student under the age of 12 will be permitted to participate in a school fundraising activity only with the written approval of his/her parent(s)/guardian(s). Students under nine years of age must be physically accompanied by an adult or a person who is 16 years of age or older when working in a school fundraising activity.

Accounting for all funds raised shall be maintained in the principal's or District department administrator's office and all funds shall be disbursed in accordance with established operating procedures.

Records of all such activities shall be maintained administratively each year for summation as required. Any fund raising activity within an individual building shall have the specific approval of the principal.