

Sparta Area School District

Administrative Rule 518 - Fund-Raising Activities

The board of Education recognizes the use of fund raising activities by student organizations, staff, and/or parent groups to support educationally related endeavors. The raising and expending of funds by these groups shall have the basic purpose of promoting the general welfare, education, morale, and civic-mindedness of students and of helping to finance the extracurricular and co-curricular activities of the schools. Projects for the raising of funds should contribute to the educational experience of students and shall not conflict with or disrupt the operation of the instructional program. Further, the Board desires to preserve equity, or fairness among the various schools and groups.

The approval of any fund raising activity by the school administrator and activities director shall be based upon the following considerations in conjunction with board policy.

1. The impact of fund raising on instructional time should be minimal.
2. Participation in fund raising activities shall be voluntary. Pressure will not be brought upon students to fundraise. No student should be excluded from an event or program because they did not contribute or participate.
3. The need for funds is clearly demonstrated and the fund raiser should pertain to your area or activity.
4. All funds must be deposited within the school's activity accounts.
5. The fund raiser is well planned and will be adequately supervised.
6. Fund raising shall not be approved without a stated purpose for the disposition of the funds to be raised. The purpose of the fund raising must be for support of extra-curricular or co-curricular activities or projects of the schools or those activities not normally provided through the Board's education budget process.
7. Fund raising shall not be approved for the purchase of items which require the expenditure of money for maintenance unless the purchase has the approval of the proper staff at the Central Office.
8. All fund raising activities must have a clear specific purpose. Fund raising activities that provide a service are encouraged over fundraisers that involve the sale of products. Sponsors are to ensure that students involved in product sales are informed of the purpose of the sale and should be able to articulate the reason for the fund-raiser to consumers.
9. Solicitation of businesses shall be supervised such that for any one fund raiser, no business shall be solicited by more than one representative of the group. Each high school group or organization will be allowed one annual contact to local businesses for the purpose of fund raising and soliciting merchandise donations. (This includes advertising requests for t-shirts, programs, signs, etc.)
10. Only organizations associated with the school will be allowed to participate in fund-raiser activities.
11. All fund raising activities involving students, school facilities, school equipment, and/or auxiliary-school organizations (i.e. PTA, Booster Clubs) must be approved by the building principal and activities director.

Revised: January 2014