

Adopted: 6/10/1999

Reviewed: 4/18/2024

511 STUDENT FUNDRAISING

I. PURPOSE

The purpose of this policy is to address student fundraising efforts.

II. GENERAL STATEMENT OF POLICY

The school board recognizes a desire and a need by some student organizations for fundraising. The school board also recognizes a need for some constraint to prevent fundraising activities from becoming too numerous and overly demanding on employees, students and the general public.

III. RESPONSIBILITY

- A. The building administrators shall be responsible for developing recommendations to the superintendent that will result in a level of activity deemed acceptable by employees, parents and students. Fundraising must be conducted in a manner that will not result in embarrassment on the part of individual students, employees, or the school.
- B. All fundraising activities must be approved in advance by the administration. Participation in nonapproved activities shall be considered a violation of school district policy.
- C. The superintendent shall be responsible for providing coordination of student fundraising throughout the school district as deemed appropriate.
- D. The school district expects all students who participate in approved fundraising activities to represent the school, the student organization and the community in a responsible manner. All rules pertaining to student conduct and student discipline extend to student fundraising activities.
- E. The school district expects all employees who plan, supervise, coordinate, or participate in student fundraising activities to act in the best interests of the students and to represent the school, the student organization, and the community in a responsible manner.

IV. PROCEDURE

- A. If school staff or students participate in the planning or implementation of a fundraiser or benefit to support a school group or school organization, the staff or student must discuss the fundraiser with the building principal at least 6 weeks prior to the fundraiser. The six-week advance notice may be waived when special circumstances exist.
- B. On an annual basis the building principal and superintendent will determine which fundraiser requests to bring to the School Board for action. In general, building principals will approve or deny fundraiser requests that involve internal marketing or sales among students or staff. On an annual basis the School Board will approve or deny all fundraiser requests that involve marketing or sales outside of the school or within the community.

- C. All approved fundraisers must be reported to the business manager to be included in the annual report to the school board.

V. ANNUAL REPORT

The superintendent shall report to the school board, at least annually, on the nature and scope of student fundraising activities approved pursuant to this policy.

Legal References: Minn. Stat. § 120A.20 (Age Limitations; Pupils)
Minn. Stat. § 123B.09, Subd. 8 (Duties)
Minn. Stat. § 123B.36 (Authorized Fees)

Cross References: ISD #139 Policy 506 (Student Discipline)
ISD #139 Policy 713 (Student Activity Accounting)