

Administrative Regulation

Community Relations**Soliciting Funds from and by Students****A. Applicability of this Policy (Jurisdiction)**

This policy will apply to all funds solicited and/or collected by (or on behalf of) any student group or organization which meets any of the following:

1. represents itself to the public as being affiliated with Regional school District No. 10 or with any of its schools,
2. is associated with any school activity recognized by the school administration, or
3. solicits, intends to solicit, collects, uses or intends to use on school premises, school buses, school sanctioned trips, or for other purposes sponsored and/or otherwise approved by the Board of Education, the School Administration, or the Staff.

This policy also will apply to any other solicitation or collection of funds for which the Board of Education, the School Administration, or any of the School staff (while acting in their capacity as employees of the Board of Education) could be found to be legally accountable.

The foregoing notwithstanding, this policy will NOT apply to funds collected by school parent organizations unless Region 10 students are directly involved through the school.

B. Approval of Fund Raising Activity

No fund raising activity will be approved unless it is clearly intended to serve an educational purpose.

Persons or organizations seeking approval of fund raising activities should submit a written request for such approval not less than (30) days prior to the intended commencement of fund solicitation and/or collection. The request for approval should include the following:

1. the name of the group or organization requesting approval;
2. the specific purpose for which the funds are to be collected;
3. the intended beneficiaries of the fund raising;
4. the method to be used in raising the funds;

Community Relations

Soliciting Funds from and by Students (cont.)

5. the specific location(s) at which the fund raising will be conducted or, if solicitation is to be within the community, the geographical areas to be covered;
6. the dates of the commencement and termination of fund raising activities;
7. the number of fund raising events anticipated during the year by the requesting organization within the same communities;
8. the financial goal of the fund raising activity;
9. any additional information needed by the cognizant principal in making his determination of the merit of the request.

In consideration of a request for approval, the principal will take into account the information provided by the requesting organization and other fund raising activities in process, already approved, or requested.

No fundraising will be approved unless it is intended to benefit students within the school district.

- C. Instructional time must not be used to promote any fund raising activities.
- D. Solicitation of funds by students in grades K through 6 will not be permitted in any location other than on school premises.
- E. Selling of raffle tickets on school property and/or school buses during the regular day or before or after school will not be permitted.
- F. Selling of merchandise on school property and/or school buses during the regular school day or before or after school will not be permitted unless approved by the school principal.
- G. Parents of students in grades K to 8 should be notified, in writing, of the following:
 1. reason for fund raising;
 2. they are under no obligation to buy and/or donate;
 3. Board of Education policy prohibits door to door soliciting by students in grades K-6.