

Student Fund Raising Activities

The Board recognizes that fundraising activities can provide valuable financial support for student organizations, athletic programs, and extracurricular activities while also teaching students responsibility, teamwork, and financial stewardship. At the same time, the Board acknowledges that students are a captive audience and that excessive fundraising can disrupt the educational program and place an unreasonable burden on students, staff, families, and the community. Therefore, fundraising activities shall be limited, carefully planned, and conducted in a manner that supports the educational mission of the District.

Solicitation and collection of money by students for any purpose, including the sale of tickets, food, merchandise, magazines, discount cards, sponsorships, or any other goods or services for the benefit of an approved school organization, may be permitted with prior approval of the building administrator. All fundraising activities must be conducted in accordance with District policies and procedures and shall not interfere with the instructional program.

Each athletic team, club, or student organization shall develop an annual fundraising plan at the beginning of each school year. The plan shall identify the anticipated fundraising activities for the year and shall be submitted to the building administrator no later than September 30 for review and approval. No fundraising activity may begin until written approval has been received.

Except with approval of the Superintendent due to extraordinary circumstances, each athletic team or student organization shall be limited to three (3) fundraising activities per school year. Consideration will be given to avoiding scheduling conflicts with other District organizations and minimizing fundraising fatigue within the community.

Fundraising activities shall be primarily student-driven. Students are expected to actively participate in planning, promoting, and conducting approved fundraising events. Advisors, coaches, and parent volunteers may provide guidance and supervision but should not serve as the primary individuals responsible for conducting the fundraiser.

To ensure fiscal responsibility, each coach or advisor shall submit the District's annual activity budget (Form 3420F) by August 31 of each school year. The budget shall identify:

1. Estimated fundraising revenue;
2. Anticipated expenditures for the school year;
3. The financial goals of the organization; and
4. The intended use of fundraising proceeds.

Annual budgets shall be reviewed with the coach or advisor, building administrator, and, when appropriate, the participating students to ensure fundraising expectations and financial goals are clearly understood.

Funds raised by student organizations are public funds and shall be deposited, accounted for, and expended in accordance with District financial procedures and applicable state law. All expenditures must directly benefit the approved purpose of the organization and comply with District purchasing policies.

Fundraising proceeds are intended to support the entire athletic team or student organization. Funds shall not be used to finance individual student participation in national qualifying events, individual competitions, or activities that do not benefit or include all members of the team or organization, unless specifically authorized by the Board or otherwise permitted under District policy.

The Superintendent or designee is authorized to establish administrative procedures necessary to implement this policy, including fundraising request forms, financial reporting requirements, timelines, and approval processes.

Cross References	3420F 7260	Student Fund Raising Activities Budget Form Student Activity Funds
------------------	---------------	---

Policy History:

Adopted on: August 15, 2016

Revised on: August 17, 2026