

Student Fund-Raising

Solicitation by Students

The board authorizes each elementary school administration to plan not more than two major fund-raising events each year. Solicitations shall not continue for more than two school weeks and should be limited to the school's attendance zone whenever possible

The secondary school administration shall require student body clubs and organizations to meet the following fund-raising requirements:

- A request for events, performances, and/or fund-raisers will be submitted to the principal for approval in a timely manner prior to the event.
- The principal, in consultation with the organization advisor, shall determine the number of fund-raising events required to meet the approved calendar.

The request for fund-raising shall be submitted on the appropriate District No. 365 form and shall include a detailed description of the activity, the group(s) and advisor(s) responsible for the activity, and justification of the need for the funds to be raised.

All funds associated with fund-raising activities shall be handled according to approved accounting procedures as per auditor's recommendations.

No in-school fund-raising activity involving students shall be exempt from the requirements of this policy.

Solicitation of Students

School time shall not be used to advertise any product of service to students. The administrator approves the placement of advertisements and other information in school buildings. Such placement does not represent an endorsement of the product or service, and approved placements will be located in such as to make any participation entirely voluntary.

Adoption: October 28, 1998

Reviewed: January 30, 2007

Revised: March 15, 2007

**Bruneau-Grand View School District No. 365
Student Fund-Raising Activity Request**

School _____

Organization _____

Organization Advisor (or person responsible) _____

Type of fund-raising activity _____

Detailed description of the activity (specific items to be purchased and price) _____

What is the specific purpose/need for the activity? _____

Who will be involved in the activity? _____

Beginning date _____ Ending date _____

Complete if sales activity

Name and type of product(s) _____

Source of product(s) _____

Price range of product(s) _____ Percent of sales retained by school or organization _____

Are there provisions for return of unsold items? _____ Is this product available locally? _____

Location or method of sales _____

Advisor's signature _____ Date _____

Principal's signature _____ Date _____

Superintendent's action _____ Date _____

Funds Raised _____

Gross expenses _____

Gross Receipts _____