

**BEND - LA PINE SCHOOL DISTRICT NO 1
ADMINISTRATIVE REGULATIONS
CODE: IGDF-AR
DATED:
REVISED:
REVIEW DATE:
REVIEWED BY:**

STUDENT FUND-RAISING ACTIVITIES

PHILOSOPHY

The district would prefer to fund all school programs without the need for fund raising. Current funding does not allow for this option and the district accepts the fact that fund raising is a means of maintaining program availability and program quality. It is the district's desire to manage school related fund raising in a manner, which provides for school control, sound accounting practices, and the maintenance of reasonable equity of opportunities for all students.

FUND RAISING GUIDELINES

No school or school related student group is authorized to conduct any type of door to door promotion or solicitation for the school or school group. However, this policy shall not so restrict such activities conducted in the student's home or in the homes of relatives or close friends.

Prior to commencing any fund raising activity, the school principal shall notify the superintendent of the activity and of how and for what purpose the activity is being conducted. If the superintendent concludes that the proposed activity is lawful, in good taste and conforms to this policy, the principal may proceed with the activity.

GUIDELINES

A. School Groups (which include parents who are assisting student groups to fund raise for school sponsored programs and/or activities).

1. All school groups must have the approval of the school principal and the district prior to the fund raising activity.
2. The fund raising activity must be such that it is not likely to create a poor public relations image.
3. Fund raising efforts must not interfere with the educational program.
4. All fund raised dollars obtained by all school groups must be deposited in the student body accounts and conform to school and district accounting requirements.
5. No school group may use external bank accounts.

B. Community Organizations/Groups

1. Community Organizations/Groups fund raising activities do not require principal approval; however, such groups are encouraged to meet with the school principal prior to any fund raising. Fundraising may not be done in the name of the school without written approval by the principal.
2. Fund raising activities conducted by outside groups must not involve the official student body organizations and must not utilize district materials, supplies, facilities, or staff unless prior permission is given and reimbursement is made.
3. Outside groups who wish to use school facilities for a fund raising activity must complete an Application for Use of School Buildings and Facilities and conduct the event outside of regular school hours.
4. Community Organizations/Groups who use fund raised dollars to provide a gift to a school must have the principal's authorization to accept the gift. Please note that this criterion for accepting a gift is not limited to community groups. The guideline is or the acceptance of all gifts to the district or a school.
5. Community groups may establish their own external bank accounts using their own I.D. number or non-profit status.