

Obion County Board of Education

Monitoring: Review: Annually, in May	Descriptor Term: Student Solicitations/Fundraising Activities	Descriptor Code: 6.701 2.601	Issued Date: 03/01/04
		Rescinds: Sec. 22D, 24H, 57H	Issued 04/07/80 04/07/97

~~06/28/99~~

06/27/99

The schools shall avoid exploiting students, whether by advertising or otherwise promoting products or services, soliciting funds or information, or securing participation in non-school related activities and functions. At the same time, schools shall inform and assist students in learning about programs, activities or information which may be of help or service to them. To attempt a fair balance, the following general guidelines will apply:

1. Fundraising activities shall be in accordance with rules set by the Glover Amendment, which prohibits children in grades K-6 from making any type of solicitation for the purpose of fund raising. To compensate schools for the loss of this revenue, a school will receive \$25 per child. This will be calculated on the Average Daily Membership of the school according to attendance records.
2. Fundraising companies and other salespersons shall obtain permission in writing from the director of schools' office to visit the schools.
3. Any commission payable by companies will be paid in the form of reduced prices to the students, or paid into the activity fund of the school for use by the school. No school employee shall personally benefit from any fundraising activity.
4. The principal must obtain written approval from the director of schools or designee for all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort. All other fundraising activities must have written approval from the principal and comply with all administrative procedures issued by the director of schools. The authorization request shall contain the following information: ¹
 1. A list of the proposed fundraising activities;
 2. Purpose of the fundraising activity;
 3. Proposed uses of funds raised;
 4. Expected student involvement in fundraising activity (school-wide or individual class or club); and
 5. Margin of profit and how it is to be paid to the school.
5. The director of schools shall determine whether or not the activity will benefit the school, contribute to the welfare of the student body and supplement, **not replace**, funds necessary to fulfill the board's required contributions.
6. Students will not be excused from a regular class to participate in a fundraising activity. No grade in a subject or course will be affected by a student's participation in a fundraising activity.

7. No quotas will be imposed on students involved and their efforts will be voluntary. Students who do not participate in fundraising activities will not be punished or discriminated against in any way.

8. Monies from school fund-raisers in the schools of Obion County may be used for the following purposes:

- 1. Educational Supplies & Equipment
- 2. Activities of Clubs & Organizations
- 3. Administrative Activities

The involvement of support groups in fundraising activities must be approved by the school principal. These fundraising activities will not be permitted during the school day.

This policy shall not be construed as preventing a teacher from using instructional or informational materials even though the materials might include reference to a brand, product or a service.

LOTTERIES

No fundraising activity shall be conducted which distributes prizes or makes awards to winners from among purchasers of chances by means of tickets or otherwise through a random drawing or other random selection process. ²

FUNDRAISING BY ORGANIZATIONS

Charitable organizations and civic clubs who desire to conduct fundraising activities in the schools should appear before the Board to explain their program and the desired participation by the students.

ONLINE FUNDRAISING

Individual schools may establish school-wide online fundraising accounts. The accounts must meet all fundraising requirements established by the board and the *Internal School Uniform Accounting Policy Manual*. The principal/designee of each school shall have access to the established fundraising account to ensure all funds are properly accounted for, and the information is recorded in the school's accounting records by the designated personnel. Online fundraising shall not be used on behalf and for the benefit of an outside party.

Employees shall not engage in online fundraising in their official capacity as district employees nor make any reference to non-school sponsored fundraisers, online or otherwise, that would lead another to believe such activity is an approved school fundraiser.

Legal Reference:

- 1. *Tennessee Internal School Uniform Accounting Policy Manual*; Section 4-26
- 2. OP Tenn. Atty. Gen. 95-039(April 18, 1995)

Cross References:

- Student Activity Funds Management 2.900
- Staff Gifts and Solicitations 5.605