

## FUNDRAISING

Fundraising projects in which students sell merchandise, provide services, or in other ways solicit money for school activities may be sponsored by school organizations with the express approval of the Building Principal. Any such plan shall have a clearly defined purpose and, in general, shall contribute to the educational experience of students and shall not conflict with instructional programs or state mandates. Fundraising activities away from school property shall be held to a minimum. All participation shall be voluntary.

External fund raising shall be conducted in accordance with the following guidelines:

- a) Solicitations for money shall be both reasonable in amount and for a sound educational or charitable purpose.
- b) Fundraising shall be for the general benefit of the students involved and not for items of equipment and material included in the school budget.
- c) Students shall not be discriminated against if they or their families exercise their option not to participate.
- d) The advisor involved shall accept responsibility for the handling and accounting of all moneys raised through the student activity fund or through fundraising for charities.
- e) Sales tax will be collected when applicable.
- f) It is imperative that employees not deposit the proceeds from any fundraising activities into their own personal accounts. All monies should be held in a safe and deposited with the Business Office.

Fundraising during the school day shall be kept to those times when instruction is not taking place. In addition, all fundraising within the school day will follow all other applicable policies as well as all associated state and federal laws.

8 New York Code of Rules and Regulations (NYCRR) Section 19.6  
New York State Constitution, Article VIII, Section 1  
Education Law Section 414

2/27/14 2<sup>nd</sup> reading and adoption  
1/16/14 1<sup>st</sup> reading