

ROSEVILLE AREA SCHOOLS
Independent School District No. 623

Regulations 540 – Solicitations and Fundraising by and of Students

1.0 School Services to Students and Parents

- 1.1 The principal may contract with a photographer to provide student pictures for purchase by parents on a voluntary basis.
- 1.2 School stores may be set up to sell incidental school supplies.
- 1.3 High schools may establish procedures for student purchase of class rings and graduation announcements and for student rental of caps and gowns.
- 1.4 Income derived from the sale of pictures or commodities to students or parents shall be used to promote the welfare of the students enrolled in the school, as approved by the principal.

2.0 Student Charitable Drives

- 2.1 Each school building may participate in no more than two charitable drives selected by the Student Council or other student governmental organization with the approval of the building principal. Students shall be informed of the need, purpose, and desirability of the contributions requested.
- 2.2 All contributions shall be collected at school and are expected to be those of the students. Records should not be kept of individual contributions and no pressures other than the group education program should be allowed.

3.0 Solicitations of Students

- 3.1 All sales representatives and agents must secure written permission from the building principal before being allowed to contact students.
- 3.2 School facilities, communications, students, and staff may be utilized by outside solicitors, school employees representing outside solicitors, salespersons, or promoters to promote activities and trips sponsored by the Roseville Area Schools (K-12 Program, Community Education, Summer Program).
- 3.3 School facilities, communications, students, and staff shall not be utilized by outside solicitors, school employees representing outside solicitors, salespersons, or promoters to promote activities and trips not sponsored by the Roseville Area Schools. Information about such trips may be provided under the following conditions:

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- 3.3.1 Advertisements about programs, trips, and other educational experiences relating to school activities or classes but not sponsored by the school may be listed only on a centrally located bulletin board designated by the principal.
- 3.3.2 School employees may mention cultural or athletic events occurring in the metropolitan area (symphony concerts, Freedom Train, etc.) which are not sponsored by the school provided:
 - 3.3.2.1 No school employee benefits financially from the event.
 - 3.3.2.2 There is no group registration or promotion occurring.
- 3.3.3 The principal may allow a volunteer meeting to occur about a trip, program, or experience relating to, but not sponsored by, the school.
- 3.3.4 No official or unofficial school publication to parents may be used to promote the programs, trips, etc., not sponsored by the school.

4.0 Fund Raising by Students

- 4.1 Fund raising may be approved by the Superintendent within the following guidelines:
 - 4.1.1 A tentative budget and projected fund-raising activities shall be submitted to the building principal for recommendations to the Superintendent.
 - 4.1.2 The sale of commodities to the students within the school buildings or to parents attending functions within the school buildings is permitted.
 - 4.1.3 Fund-raising activities to which people voluntarily come is permitted (i.e., donkey basketball, concerts, garage sales, etc.).
 - 4.1.4 Fund raising which provides a service is authorized (paper drives, collection of bottles, car washes, etc.).
 - 4.1.5 Fund raising of direct solicitation in the community such as house-to-house selling of commodities or of actions such as making free throws or swimming laps may be authorized by the Superintendent or his/her designee.
 - 4.1.5.1 Approval may be given for up to:
 - one such fund per elementary school per semester
 - two such fund raisers per middle school per semester
 - four such fund raisers per high school per semester

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- 4.1.5.2 Requests to have fund raising in the community should be received by the Superintendent or his/her designee prior to October 15 for the first semester and February 1 for the second semester.
- 4.1.6 All participation in a fund-raising project shall be voluntary.
- 4.1.7 All students involved in house-to-house fund-raising projects shall, for identification purposes, carry a letter of endorsement from the principal while engaged in the actual activity. The letter shall indicate the dates for the duration of the project and a brief explanation of the purpose.
- 4.1.8 Prior to conducting any fund-raising activity which involves community solicitation or house-to-house sales, the student members of the fund-raising organization and their parents shall be notified by the fund-raising group, as approved by the principal, of the educational purposes of the activity and the total cost of the activity, including estimated personal expenses.
- 4.1.9 The house-to-house fund-raising project shall include a plan for adult supervision as approved by the principal.
- 4.2 The sale of commodities of Vocational Education (Marketing and Distributive Education) students is allowed as an exception to the above (4.15). An annual report of such activities should be made to the appropriate director.
- 4.3 The sale of advertising in student newspapers, yearbooks, and on radio and television stations by senior high school journalism students is authorized as a way of meeting educational objectives in sales.

Adopted: 6/10/71

Revised: 2/9/88