

ADMINISTRATIVE REGULATION

No. 536(b)

Board of Trustees Douglas County School District

STUDENTS

STUDENT FUND RAISING

The purpose of this regulation is to provide detailed guidance for school fund raising in support of Board Policy 536.

For purposes of this regulation, fund raising activity is defined as any activity involving the participation of students, staff, or parents undertaken for the purpose of deriving funds for a school or school-sponsored group. The following regulations apply to all school fund raising activity:

1. No fund raising activity is allowed during school instructional time unless specifically approved by the Superintendent.
2. Door-to-door fund raising activities are prohibited for elementary and middle school students. Door-to-door fund raising is permitted at the high school level; however, this type of activity at the high school level is to be kept to a minimum.
3. Participation in fund raising activities is to be voluntary. Students, parents, or staff who choose not to participate in a fund raising activity are not to be discriminated against in any manner.
4. All school-sponsored fund raising activity must be approved by the school principal. All school funds raised by schools must be handled in full compliance with the District's "School Activity Fund Procedures Manual," and all sponsors should sign a statement prior to any fund raising activity that they will follow the manual in handling the funds raised.
5. All fund raising activities that involve school facilities and payment or economic benefit to individuals, non-school organizations, or private companies must be approved by the Superintendent or Superintendent designee under the criteria contained in Administrative Regulation 707(a), "Community Use of Facilities," and be entirely consistent with that regulation.
6. School fund raising activities should be limited to those necessary to provide students with co-curricular, extracurricular, or educational enhancement activities.
7. School fund raising for the benefit of individuals is prohibited.
8. School fund raising activities for non-school, not-for-profit organizations require the specific approval ([form attached](#)) of the Superintendent. In

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considering requests from schools to raise funds for a non-school organization, the Superintendent will consider the following factors;

- the organization and/or organizational cause for which the funds are to be raised.
- the instructional value or learning benefits to the students involved in the fund raising activity.
- the benefit to the community.

[See Policy related to this Administrative Regulation](#)

See also: Administrative Regulations [536\(a\)](#)

09/99