

# Policies

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## Westerly Public Schools Fundraising for School Programs

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### I. Parent/Teacher Organizations

The Westerly School Committee is appreciative of parent teacher organizations' fundraising activities, provided these efforts comply with district policies, guidelines and state statutes.

The School Committee assumes the responsibility for providing staff, facilities, and materials required for approved district instruction and curriculum. PTOs may seek to enhance/offset these programs through fundraising and volunteering assistance.

Following are guidelines for such fundraising:

1. It is recognized that PTO activities are a result of meaningful dialogue between administration, parents and teachers.
2. The building principal shall review each proposal to assure compliance with policies, guidelines and state statutes and assess its impact on instruction.
3. All donations of materials, supplies, equipment and/or services shall become the property of the Westerly Public Schools.
4. The School Committee does not approve, authorize, or condone door-to-door solicitation by students in grades K-12.
5. PTO's may not obligate school funds, personnel, or property without prior approval by the School Committee.

### II. Booster Organizations

The School Committee appreciates the contributions of booster organizations. Principals and teachers should seek to support each organization through cooperation and communication to ensure harmony with the policies and goals of the district.

The School Committee assumes the responsibility for providing all staff and facilities and for ordering equipment and uniforms required for participation in approved programs. Booster organizations may seek to enhance/offset these programs through fundraising and volunteering assistance.

The guidelines for providing this support are:

1. It is recognized that any support group raising funds to enhance a student activity shall be considered a booster organization. At the start of the school year the building principal shall submit to the Superintendent a list of all recognized booster

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- organizations and fundraising activities planned for the year. Additional organizations must seek recognition from the principal, who shall report all changes to the Superintendent.
2. Each booster organization will identify a representative who will act as liaison to the building principal.
  3. The building principal will be responsible for providing leadership for the booster organizations in his/her building through an administrator, staff person or committee structure (i.e., students, teachers, parents) of his/her designation. This leadership shall be for the following purposes:
    - a. To provide coordinated fundraising events as to prevent unnecessary strain on the resources of the community.
    - b. To ensure that fundraising goals and activities are appropriate and follow School Committee policy.
    - c. To assure that identified needs are submitted to the building principal through the established budget procedures. Unforeseen situations warranting departure from these budget procedures must be presented to the principal or designee for approval.
    - d. To communicate to the Superintendent the conflicts that arise from fundraising activities.
  4. A booster organization may not obligate school funds, personnel, or property without prior approval by the School Committee.
  5. Booster organizations can specifically designate which programs that they desire the funds they raise to support. All donations of materials, supplies, equipment and/or services shall become the property of the Westerly Public Schools with the exception of gifts and awards given to individual students.

See also Policy 3086 Solicitation of Funds.

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