

FUNDRAISING BY STUDENTS

Student clubs/organizations are permitted to conduct fundraising activities pursuant to these and other applicable Board of Education Policies, administrative regulations, and/or procedures.

Criteria for Selection of Fundraising Activities Pursuant to Board of Education Policy #7450, the general criteria for Fundraising Activities are as follows. The activity must:

1. Activities must be consistent with the charter or purpose of the sponsoring club/organization/group.
2. In the case of student clubs/organization, activities must be endorsed by the advisor and students and approved by the building principal and Superintendent and/or their designee at the district level.
3. Efforts by students and student organizations to raise money for the School District must receive prior approval by the Board of Education.
4. When a fundraising activity is intended to result in a gift to the district, it must be indicated that the Board is in no way obligated to approve the project and that the project is not being undertaken under Board auspices. All publicity in connection with such fundraising must be approved by the Superintendent or their designee.
5. Funds collected by student clubs/organizations must be accounted for and managed in strict compliance with N.Y.S. law and Business Office procedures.
6. Funds to be donated to the district collected by parent/guardian organizations, community organizations and/or professional associations or individuals must be accepted by the Board of Education in compliance with Board Policy #3273.

Further Criteria

The approval process will include consideration of the following criteria to the extent that each applies to each activity being considered:

1. All fundraising activities must be in alignment with district Diversity, Equity and Inclusion (DEI) Policy #3440 along with *policies # 3271, #3273, and #7450.*
2. Fundraising on school grounds is prohibited during the instructional day except for school-approved activities (i.e., school pictures, club activities, advanced ticket sales for school activities) all other fundraising activities will occur prior to or after the instructional day.
3. The profits will be used to enhance school clubs and organizations by raising monies for expenditures not funded by the District.

4. Door-to-door, telephone solicitations, lotteries and wagering are prohibited.
5. Student organizations or clubs cannot Crowd source.
6. Online fundraisers that require students to use their school credentials i.e., Email address are prohibited.
7. The school District's tax-free number may not be used by adult groups.
8. If community service/charitable fundraisers are approved, 100% of the profit raised must go to the community service/charitable organization.
9. At no time shall a student's participation in a curricular or co-curricular program be contingent upon such sales or fees.

Controversial Fundraising Activities

Objections to or criticism of a Fundraising Activity will be addressed according to the procedures outlined below. The complainant must be a resident, a student, a parent/guardian of a student or employee in the West Irondequoit Central School District.

1. Criticism of specific fundraising activities will be handled by the building Principal or associated Director, with the support of appropriate staff, whenever possible. If the Principal or associated Director cannot resolve the problem, the complainant will be informed of the procedure and should present the criticism in writing on the *Request for Reconsideration of Fundraising Form* (Form 7450 F.1). The form should be submitted to the Superintendent of Schools and must include:
 - a. Specific information as to the activity in question including the reason for the criticism.
 - b. The signature, and identification of the complainant so that a reply can be given.
2. The Superintendent will appoint a committee to review the activity considering the objections. The committee will be chaired by the appropriate leadership staff and will include members of the school staff, administrators, and as appropriate, students, and community representatives.
3. The committee will follow this procedure:
 - a. Review the activity with respect to the criteria set forth in District policy and regulation.
 - b. Review the filed *Request for Reconsideration of Fundraising Form* (Form 7450 F.1).
 - c. Gather insight and information as necessary.
 - d. Weigh a. and b. above and consider alternative perspectives, as necessary.
4. Meet to discuss the Fundraising Activity and prepare a report recommendation, which clearly defines the next steps, the groups' rationale behind their decision, and if necessary, a clear timeline and plan for further consideration. The committee will recommend one of three options: Maintain the activity as is, halt the activity, or continue the activity with stated modification or adjustment. The committee will:
 - a. Send a written recommendation along with the written report to the Superintendent as soon as possible for action, including a recommended review period if appropriate.
 - b. File a copy of the report in the school and administrative offices.

5. The Superintendent's decision will be sent in writing to the complainant and other appropriate parties.
6. If the complainant disagrees with the decision of the Superintendent, they may request a hearing before the Board of Education. The ruling of the Board of Education will be communicated in writing to the complainant within ten (10) days of the hearing and will be final.

Note: Refer also to Regulation #3273 –Solicitation of Charitable Donations from School Children

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