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The Lincoln Public Schools support fundraising activities that are designed to promote and/or supplement the educational and co-curricular activities in the schools and/or classrooms without interfering with the educational process. All employees of the Lincoln Public Schools, including teachers, advisors and coaches, shall comply with the following requirements relating to the use of crowdfunding services for school/classroom related purposes. Careful consideration should be given to ensure that no solicitation for goods, services or funds replace or duplicate those provided within the annual budget of the Lincoln Public Schools.

This policy defines “crowdfunding” as an Internet-based request for resources from individuals and organizations to support activities or projects that enhance an educational program.

The Superintendent or designee shall maintain a list of approved crowdfunding services/providers available to Building Principals and employees of the Lincoln Public Schools.

An approved crowdfunding service must:

- a. Only allow currently employed eligible staff to create projects;
- b. Have at least a three-star rating on Charity Navigator, or a commensurate rating on a comparable service provider;
- c. Prohibit cash payments to district personnel, exempting reimbursement to teachers for reasonable project costs verified by receipt submission to the crowdfunding service;
- d. Protect the privacy of students in accordance with state and federal law, and district policy;
- e. Provide individual unit/item cost and inventory reporting on the materials and supplies shipped to schools;
- f. Track the shipment and delivery of materials to verified public schools with notification to the school principal;
- g. Require the materials and supplies to become the property of the district or school, in accordance with district policy;
- h. Provide dedicated reporting for school district officials regarding the status of each request and the materials delivered to verified public schools.

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Crowdfunding Responsibilities of Eligible Staff:

- a. Postings that describe the purpose and rationale for conducting the crowdfunding campaign may not negatively reflect upon the District, its programs and services its staff, or its students.
- b. All posting must comply with applicable federal and state student privacy laws, including the FERPA, IDEA and applicable laws and regulations.
- c. Postings may not include identifiable student images without prior parental permission.
- d. Crowdfunding activities that include student participation shall benefit all students regardless of the degree of an individual student's participation.
- e. Eligible staff posting projects must consult with the District's IT Specialist to ensure desired technologies align with the district or school's technology plan and requirements.
- f. The Building Principal shall review and approve all crowdfunding proposals following the established approval process for fundraising.
- g. All goods/services solicited and received through crowdfunding activities shall become the property of the Lincoln Public Schools and not the employee who solicited the item or service. Employees are prohibited from removing any such items/services to a different school or classroom upon reassignment without the approval of the Building Principal.

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TOWN OF LINCOLN SCHOOL COMMITTEE, Lincoln, Rhode Island