

## PERSONNEL

### SALES/SOLICITATIONS

#### I. INTRODUCTION

Because of the many different organizations who have, in the past, raised their own funds for programs, the Martin County West School Board sees the potential for a number of fund raising drives to be occurring simultaneously. If/when that happens, fewer funds are raised but constituents aren't happy either, because they have potentially, been contacted too many times.

This can become an even greater problem now, unless the sales are coordinated effectively. The purpose of this policy is so all organizations have the opportunity to be heard fairly and to run their fund raiser effectively while at the same time respecting the rights of our constituency.

#### II. GUIDELINES

##### A. Sales

1. Advisors of groups, clubs, or committees must submit a "Request For Fund Raising" Form to the building principal or the Central Office. At its regular weekly session, the Administrative Cabinet will make the final determination of the request. The Cabinet will decide if, when, and how long a group will sell its product.
2. School-related groups, such as Foreign Languages, Band Boosters, and Athletic Boosters are also strongly encouraged to submit a request form in order to ensure orderliness and fairness in the fund raising.

##### B. Solicitations

Any in-school solicitation of faculty or students shall require administrative approval in advance.