KELLER ISD	
ADMINISTRATIVE REGULATION	Leadership
Fundraising - Students	

Fund Raising Projects are those that involve direct sales by students through school projects, PTAs and/or Booster Clubs.

- School-wide Fund Raising Projects conducted under the discretion of the campus administration may be conducted at various times of the school year. Clubs and organizations will only conduct one Fund Raising Project activity each fund raising period of the year.
- The timeline for submittal of Fund Raising Projects shall be:
    - The second Friday in September for fall Fund Raising Projects
    - The second Friday in December for spring Fund Raising Projects
    - The second Friday in May for Fund Raising Projects prior to the second Friday in September.
- Funds collected by student groups shall be used only for purposes authorized by the organization's sponsor and only upon approval by the campus principal.
- Sponsors of Fund Raising Projects shall make deposits to campus secretaries on a daily basis so that no cash or checks shall be kept in the classrooms overnight. Campus secretaries shall follow the Keller ISD Fiscal Manual
- Fund Raising Projects sponsored or endorsed by school related organizations in which students participate off school grounds shall be reported to central administration. Projects must be submitted through Eduphoria Formspace and approved by the campus principal and an Area Superintendent before the activity may be initiated.
- Sponsors will direct students to refrain from door-to-door Fund Raising Projects.
- Fund Raising Projects involving competitive foods and Foods of Minimal Nutritional Value shall follow the federal guidelines for sales.
- The Superintendent or designee shall make the final determination of what is considered an acceptable fund raising activity.