

**Solicitation of funds from and by students**

The Superintendent or designee shall approve all fund-raising activities at least 15 days before the activity. If the event involves a contract with a commercial vendor, the Superintendent or designee shall review the contract.

The Superintendent's approval is required of all fundraising activities related to out-of-state travel and those that entail significant sums of money (more than \$2,500).

All overnight and out-of-state trips involving fundraising must be approved by the Board prior to the initiation of fundraising activities.

Teachers, students, or parents shall not become involved in preparation or activity relative to a trip until after the request has been approved.

The teacher or sponsor will be notified of approval or disapproval of the initial request as soon as possible. If approved, the request for final approval will then be completed in detail and submitted to the Superintendent or designee.

The teacher or sponsor shall follow fundraising guidelines (Exhibit 1321) for the solicitation of funds by school and school-related groups.

No student shall be required to raise a specified amount of money in order to participate in an activity sponsored by a school-related organization.

In order to minimize interruptions to the educational program, staff shall limit fund-raising activities to appropriate time periods designated by the principal.

Students engaged in fund-raising activities on behalf of the school or for school-related projects are expected to be courteous and respectful towards all individuals and businesses.

Students may engage in door-to-door sales or solicitations with appropriate adult supervision.