



Section: D: Fiscal Management

Title: Fundraising Activities

Number: DFH

Status: Active

Adopted: 2/4/2025

Revised:

Fundraising activities at school, on school property, or at school-sponsored events are prohibited except as provided in this policy.

Promotion of commercial or private financial interests either through direct sales or through promotion of competitive goods or services by students and employees is not fundraising and is prohibited at school, on school property, or at school-sponsored events.

Faculty and student participation in fundraising shall be strictly voluntary. At no time shall participation in fundraising impact a student's grade or membership, participation time or standing on a team, club, or group. Door-to-door sales are strongly discouraged. Faculty and sponsors shall not require or promote door-to-door sales.

The district will manage, restrict, or decline funds, gifts, or fundraising activities to assure that fundraising and expenditures comply with applicable district, state, and federal laws and guidelines, including, but not limited to, Title IX and Kansas State High School Activities Association (KSHSAA) rules and regulations.

Fundraising activities must be pre-approved by the superintendent or designee, and adhere to the following guidelines:

- Fundraising activities shall not interfere with instructional time, infringe upon or detract from the classroom activities, or the educational process as determined by the superintendent or designee.

- Online fundraising, utilizing websites such as DonorsChoose or GoFundMe, must comply with this policy, district rules and regulations concerning fundraising, and the rules governing the fundraising site.
- Approval of fundraising requests shall depend on factors including, but not limited to:
 - Compatibility with the district's educational program, mission, vision, core values, and beliefs;
 - Compatibility with any terms, conditions, and requirements of grants or other specific funding sources;
 - Compatibility with existing district technology;
 - Congruence with the district and school goals that positively impact student performance;
 - The district's instructional priorities;
 - The manner in which donations are collected and distributed;
 - Equity in funding; and
 - Other factors deemed relevant or appropriate by the district.
- If approved, the requestor shall be responsible for preparing all materials and information related to the fundraising campaign and keeping district administration apprised of the campaign's status. The requestor is responsible for compliance with all state and federal laws, the rules governing the fundraising sit, and other relevant district policies and procedures, as well as the following:
 - Fundraising proceeds shall not be deposited into a staff member's personal bank account or peer to peer payment network.
 - Money raised or items secured by a fundraising campaign by a person or entity acting on behalf of the school or the district will be the property of the district.
 - All items and money generated on behalf of the district are subject to the same controls and regulations as other district property and shall be deposited or inventoried accordingly. No money raised or items purchased shall be distributed to individual employees without the express written consent of the superintendent.
 - Pictures of students in conjunction with fundraising activities shall not occur unless parents of students have consented in writing to the use of the picture for this specific purpose.
 - Fundraising activities must comply with all board policies, including, but not limited to, policies governing the privacy rights of students.

Nothing in this policy is intended to prohibit an employee from using fundraising campaigns for personal items or reasons. In such cases, the employees shall not be acting on behalf of the district or school, identify themselves as employees of the district, or suggest the fundraising campaign is for the benefit of students, classrooms or schools of the school district.

For purposes of this section, "acting on behalf of the district or the school" means an employee holding oneself out as an employee of the district and/or seeks donations for the benefit of the district, a particular school, classroom, or student.