

# Fund Raising Guidelines

File: DD-R

## Fund Raising Activities

The Barnstable School Committee, cognizant of the increased reliance on fund raising activities, proposes these policy guidelines to ensure the safety and educational welfare of our students.

These guidelines are not intended to discourage the enthusiasm of staff, parents or students who have devoted time and energy to promote improved and enriched programs for our students.

### Policy:

#### A. Unapproved Fund Raising:

Students enrolled in any grade of Barnstable Public Schools will not participate in any solicitations of the community which involve the sales of chances or products. Students will not solicit gifts or prizes on behalf of school organizations. Students in grades 5-12 may participate in “athons” as approved by the Superintendent.

#### B. Approved Fund Raising:

##### 1. Fund Raising Activities that provide:

- a. A service
- b. Participation or attendance is voluntary
- c. An approved activity or event for which tickets may be sold

Examples of approved activities: spaghetti supper, car wash, bake sale, concert, play, etc.

Note: Students in grades five through twelve may sell tickets to approved events.

### Procedure:

1. Review associated Field Trip Policy for appropriate process and procedure.
2. All fund raising activities using the name of the school, school program or school system must have prior approval of the school principal, superintendent or his/her designee of the school committee.

The use of professional fund-raisers is not allowed.

- |                             |                                  |
|-----------------------------|----------------------------------|
| A. Up to \$5,000            | Approval of the Principal        |
| B. From \$5,000 to \$10,000 | Approval of the Superintendent   |
| C. Over \$10,000            | Approval of the School Committee |

3. All treasurers of fund raising activities or organizations must be bonded if funds raised or budget totals are \$5,000 or more.

4. Any fund raising activity or organizations raising or operating on a budget of \$500 or more will conduct an internal audit and will provide copies to the school principal, superintendent or school committee according to the approvals schedule in #2.

Adoption Date: October 13, 1981  
Amended: November 22, 1988  
Amended: March 14, 1989  
Amended: April 11, 1995

Legal Refs: M.G.L. 44:53A

### **Additional Guidelines for Booster Clubs – Athletic Director**

1. Any and all apparel purchased by booster clubs and or teams/individuals must be approved by the athletic director. School colors – red and white - must be used.
2. Booster clubs are designed to assist the coaches in providing for the needs of the athletic program. The coach determines the needs, in consultation with the athletic director.
3. Per M.I.A.A. rules, no booster club may in any way pay for camps, clinics, etc. for any student athletes. Student participation in out of season activities cannot be subsidized by either athletic programs or booster clubs. Schools are not allowed to lend uniforms to any outside club, team or organization per M.I.A.A. No out of season group may identify themselves as a school team (includes all non-school events).
4. Booster clubs may only fund approved items by the coach. No funds may be used for any other entities other than the high school team named as a specific “Booster Group”.
5. Banquets. End of season meetings are encouraged to be held at BHS. Booster clubs/teams may not have banquets where liquor is being served. Any and all media presentations must be previewed and approved by the coach. Any and all speakers must be approved by the coach in advance of the banquet.
6. Team dinners are optional and may not be mandatory. Any and all activities outside of the scope of practices and games are optional and not the responsibility of the school district.