

**SCHOOL DISTRICT OF WAUZKA-STEUBEN**

**STUDENT FUND RAISING ACTIVITIES**

The ultimate goal of raising and expending funds by student bodies and other groups for school purposes shall always be to promote the educational welfare of the pupils. All fundraising activities conducted in the name of the School District of Wauzeka-Steuben and its organizations shall comply with local ordinances and state laws and receive advance approval from the District Administrator or his/her designee.

All individuals or groups are prohibited from soliciting or raising funds for personal gain.

School Sanctioned Groups

All student participation in fund raising shall be strictly voluntary.

Activities performed as part of the regular school curriculum or co-curricular activities that result in goods/services being produced that are then sold to students, teachers or the public and the funds donated to a charity are not considered fundraising (i.e. - Student Council collecting food stuffs or cash for a food pantry).

It shall not be considered fundraising when teachers collect money to offset the cost of field trips or events that students are attending as part of the regular school curriculum or co-curricular activities.

Fundraising activities such as ticket sales for student sponsored events (i.e. musical, social, athletic, etc.), bake sales, picture sales, and other fundraising activities that are contained within a school building and run by students shall be approved by the Principal.

Fundraising activities by school groups that involve door-to-door, letter, phone, or web-based solicitation to homes or businesses shall be approved by the Athletic/Activities Director, Principal and District Administrator.

Elementary children, K-4 shall not be used to solicit funds or sell merchandise for funding purposes. 5<sup>th</sup> and 6<sup>th</sup> grade students may solicit funds or sell merchandise only once a semester. In compliance with state statute 103.23, written permission from a parent/legal guardian must be obtained in advance of any fundraising efforts.

The Athletic/Activities Director shall schedule school-sanctioned organizations to operate concession stands at school events. The Athletic/Activities Director shall make every effort to be fair and equitable in allowing organizations to operate concession stands.

All receipts and disbursements derived from fund raising will be processed through the appropriate audited activity fund.

School Support Groups

Fundraising held by school support groups are not controlled by the District. School support groups are to have their fundraising activities placed on the school calendar to avoid scheduling conflicts with student fundraising efforts.

Fund raising drives conducted in the name of a school organization require approval by the Principal and District Administrator and are subject to the District's fund raising policy and procedures.

If such activities are aimed at purchasing services or equipment for the District, groups should consult Board of Education policy #840 (Public Gifts to the Schools) before embarking on the fundraising effort.

#### Non-School Sanctioned Individuals or Groups

Any activity by non-school sanctioned individuals or groups whose purpose is to raise money on school premises or in the name of the District shall be approved by the District Administrator. This includes activities by employees acting in a private capacity.

Posters and handouts from non-profit organizations for the purpose of fund raising may be permitted, but shall in no way interfere with school time. Material advertising, commercial or profit groups will not be permitted.

#### Wellness Restrictions

1. All fundraising projects will need prior approval from administration and are encouraged to follow the District Nutrition Standards.
2. Items being sold that do not meet the District Nutrition Standards may be acceptable for student consumption within moderation (i.e., limit quantity sold to an individual student and encourage consumption at the conclusion of the instructional day).
3. Items being sold must not interfere or compete with the National School Lunch or Breakfast program.
4. Organizations will be provided with a list of suggested fundraising ideas that promote healthy choices for children and adults.

**Legal References:** Wisconsin State Statutes §§66.042; 103.23; 115.28(13); 120.14;  
Administrative Rule PI 14.03; PI 20

**Cross References:** Policies 662.1 Student Activity Funds Management

**Adoption Date:** 4/20/1981

**Date Revised:** 12/13/1999; 2/24/2014

**Date Reviewed:**