

## 5830 STUDENT FUND RAISING

It is the policy of the Board that neither students, staff members, school facilities nor class time may be used in any manner for advertising or promoting interests of any non-school agency or private organization. The Board will endeavor to eliminate any materials from use and circulation in the schools which are deemed to be primarily advertising materials. Teachers shall not release the names, addresses, or phone numbers of students to any outside individual or agency.

The Board of Education recognizes the value of having students participate in fundraising activities, either individually or as a group, in order to help defray the cost of certain non-curricular field trips, or other worthwhile programs, or support of a bona fide charitable cause. The Principal should review and decide the appropriateness of the fundraising efforts and affirmatively approve each fund-raising effort before work on that effort begins. The Business Office will review and approve any fund-raising event to occur on district premises, involving district organizations, or where funds may be commingled with district funds.

Students may not sell anything on school property for their own financial benefit.

The Superintendent, in cooperation with Business Office, shall develop regulations for the conduct of all in-school fund-raising activities by students.

All monies shall be deposited and accounted for in accordance with Board Policy and New Jersey law.

The Superintendent may give permission for outside charitable organizations to collect money in schools. Any teacher or student who serves as collector for these organizations does so as a private citizen and not as an employee of the district. The Superintendent is precluded from having responsibility for the funds of Student Support or Parent/Teacher Organizations. The depositing of funds collected by these organizations in the School Student Activity Fund and the issuance of checks thereon on behalf of the organization cause an undesirable commingling of funds and is strictly prohibited. In order to avoid misunderstanding, principals are advised to disclaim any responsibility for the protection of and accounting for the funds of outside charitable organizations, which are considered independent from the operations of the Board.

The Board shall not be responsible for the protection of or the accounting of funds collected from students by organizations outside of the schools, by teaching staff members when not required to collect money for a Board-approved purpose, and by school-connected



# POLICY

organizations. Funds raised by school-sponsored activities shall be deposited in the proper district accounts.

As a community service, informational flyers from local community groups may be distributed with the approval of the Superintendent. These community groups include but are not limited to the following: Randolph Township Recreation, Scouting Groups, PTOs, Randolph Library, DARE, Randolph CARES, MAC and other Township sponsored organizations.

Any religious or for-profit Randolph organization will not be permitted to distribute flyers through the schools.

Use of students for testing, inventories, and surveys by individuals or groups other than the Randolph School District, or the New Jersey Department of Education shall be kept to a minimum. The Superintendent may, from time to time, and based on the merits of a particular request, permit testing, inventories, or surveys to be undertaken.

Adopted: 17 July 2012

Revised: \_\_\_\_\_

