

FUNDRAISING POLICY

This policy shall apply to all persons who are raising funds on behalf of students, employees, schools and activities of Easton Public Schools.

It is recognized that fundraising by parent organizations allows for enrichment programs and other opportunities or goods that the Easton Public Schools are, at times, unable to fund in the annual budget. These efforts are sincerely appreciated.

Fundraising activities are not to interfere with the primary mission of the schools, that is, to educate our students.

The following are guidelines to be considered when fundraising:

1. There are many ways in which a family may contribute to a child's school, including gifts of time. There should be no pressure on individual students or their families to give monetarily or participate in fundraising activities.
2. The purchase of programming, materials or other items must be consistent with District values and goals.
3. Funds attached to a naming request are subject to the provisions of the Naming Policy.
4. At the School Level:
 - a. When students "help out" at fundraising events, they are to do so under adult supervision.
 - b. Door-to-door solicitation by students in grades K-8 is prohibited.
 - c. No competitive prizes shall be given to students in grades K-8 for higher levels of fundraising. All participants must receive the same prize.
 - d. The Principal is to be informed of all fundraising activities in his/her school. If a previously approved fundraiser is to be modified significantly the Principal should be notified.
 - e. The school Principals will submit their school's fundraising plans to the Superintendent at the beginning of each school year and will notify the Superintendent during the school year of any significant changes that may occur.
 - f. Established fundraising activities such as book fairs, Box Tops, movie nights, coupon books, raffles, dinner dances, car washes and gift wrap sales, do not require approval beyond that of the Principal.
 - g. The sale of tickets to scheduled athletic events, school dramatic and musical performances is permitted.
 - h. The sale of advertising space on folders, agendas, etc. is permitted.
 - i. The sale, raffling or any other form of distribution of alcoholic beverages for the purpose of fundraising is prohibited.

- j. The use of an individual student or staffs school email address for fundraising activities and public solicitations is not allowed.
 - k. The use of the school district website for fundraising activities is allowed with approval of the Principal.
 - l. To facilitate fundraising efforts, the individual school PTA presidents or designee will meet quarterly to plan fundraising activities, ensure equity and prevent scheduling conflicts.
 - m. The Principals will work with the PTA's and PAC's to review their annual budgets and ensure that no more than one year's budget is carried over from year to year.
5. Central Administration
- a. New fundraising activities are to be brought to the attention of the Superintendent by the school Principal.
 - b. The Superintendent has the right to disapprove of individual fundraising activities. Approval or disapproval is to be communicated to the principal in writing.
 - c. It is the responsibility of the principal to notify the sponsor of the decision of the Superintendent (or School Committee), if approval is needed.
 - d. School district stationery for the purpose of fundraising is prohibited except with specific approval from the Superintendent.
6. It may be necessary at times to seek the input of the School Committee:
- a. Separated, targeted large fundraising ventures, such as those for new playgrounds or libraries need approval of the School Committee.
 - b. Large private or corporate donations over [\$\$\$?] require approval of the School Committee.
 - c. Capital budget items donated to the Easton Public Schools need to be brought before the School Committee for approval.
 - d. The use of on-line fundraising sites, such as Go Fund Me and similar sites is prohibited without specific approval from the Superintendent and School Committee.
7. The School Committee and Superintendent reserve the right to withdraw the support of individual fundraising activities, if concerns arise.

Revised: April 20, 2017

Adopted: June 16, 2017