

## Obion County Board of Education

Monitoring:  <b>Review: Annually, in May</b>	Descriptor Term:  <b>Fundraising Activities</b>	Descriptor Code: <b>2.601</b>	Issued Date: <b>12/05/16</b>
		Rescinds: <b>6.701</b>	Issued: <b>03/01/04</b>

1 The schools shall avoid exploiting students, whether by advertising or otherwise promoting products  
 2 or services, soliciting funds or information, or securing participation in non-school related activities and  
 3 functions. At the same time, schools shall inform and assist students in learning about programs, activities  
 4 or information which may be of help or service to them. To attempt a fair balance, the following general  
 5 guidelines will apply:

- 6 1. Fundraising activities shall be in accordance with rules set by the Glover Amendment,  
 7 which prohibits children in grades K-6 from making any type of solicitation for the purpose of  
 8 fund raising. To compensate schools for the loss of this revenue, a school will receive \$25 per  
 9 child. This will be calculated on the Average Daily Membership of the school according to  
 10 attendance records.
- 11
- 12 2. Fundraising companies and other salespersons shall obtain permission in writing from the  
 13 director of schools' office to visit the schools.
- 14
- 15 3. Any commission payable by companies will be paid in the form of reduced prices to the  
 16 students, or paid into the activity fund of the school for use by the school. No school  
 17 employee shall personally benefit from any fundraising activity.
- 18
- 19 4. The principal must obtain written approval from the director of schools or designee for all  
 20 fundraising activities that involve the participation of the general student population in the  
 21 marketing process of the fundraising effort. All other fundraising activities must have written  
 22 approval from the principal and comply with all administrative procedures issued by the  
 23 director of schools. The authorization request shall contain the following information:<sup>1</sup>
  - 24 a. A list of the proposed fundraising activities;
  - 25 b. Purpose of the fundraising activity;
  - 26 c. Proposed uses of funds raised;
  - 27 d. Expected student involvement in fundraising activity (school-wide or individual  
 28 class or club); and
  - 29 e. Margin of profit and how it is to be paid to the school.
- 30
- 31 5. The director of schools shall determine whether or not the activity will benefit the school,  
 32 contribute to the welfare of the student body and supplement, **not replace**, funds necessary to  
 33 fulfill the board's required contributions.
- 34
- 35 6. Students will not be excused from a regular class to participate in a fundraising activity. No  
 36 grade in a subject or course will be affected by a student's participation in a fundraising  
 37 activity.

1 7. No quotas will be imposed on students involved and their efforts will be voluntary. Students  
2 who do not participate in fundraising activities will not be punished or discriminated against in  
3 any way.

4  
5 8. Monies from school fund-raisers in the schools of Obion County may be used for the  
6 following purposes:

- 7 a. Educational Supplies & Equipment
- 8 b. Activities of Clubs & Organizations
- 9 c. Administrative Activities

10 The involvement of support groups in fundraising activities must be approved by the school  
11 principal. These fundraising activities will not be permitted during the school day.

12 This policy shall not be construed as preventing a teacher from using instructional or informational  
13 materials even though the materials might include reference to a brand, product or a service.

#### 14 **LOTTERIES**

15 No fundraising activity shall be conducted which distributes prizes or makes awards to winners from  
16 among purchasers of chances by means of tickets or otherwise through a random drawing or other random  
17 selection process.<sup>2</sup>

#### 18 **FUNDRAISING BY ORGANIZATIONS**

19 Charitable organizations and civic clubs who desire to conduct fundraising activities in the schools  
20 should appear before the Board to explain their program and the desired participation by the  
21 students.

#### 22 **ONLINE FUNDRAISING**

23 Individual schools may establish school-wide online fundraising accounts. The accounts must meet all  
24 fundraising requirements established by the board and the *Internal School Uniform Accounting Policy*  
25 *Manual*. The principal/designee of each school shall have access to the established fundraising account  
26 to ensure all funds are properly accounted for, and the information is recorded in the school's  
27 accounting records by the designated personnel. Online fundraising shall not be used on behalf and for  
28 the benefit of an outside party.

29 Employees shall not engage in online fundraising in their official capacity as district employees nor  
30 make any reference to non-school sponsored fundraisers, online or otherwise, that would lead another  
31 to believe such activity is an approved school fundraiser.

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Legal References

1. *Tennessee Internal School Uniform Accounting Policy Manual*, Section 4-32
2. Tenn. Op. Att'y Gen. No. 03-049 (Apr. 22, 2003)

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Cross References

Student Activity Funds Management 2.900  
Staff Gifts and Solicitations 5.605