

Newport City Board of Education

Monitoring: Review: Annually, in May	Descriptor Term: Student Solicitations/Fundraising Activities	Descriptor Code: 6.701	Issued Date: 03/24/03
		Rescinds:	Issued:

1 The schools shall avoid exploiting students, whether by advertising or otherwise promoting products or
2 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:
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- 7 1. Fundraising activities shall be authorized by the Board and shall be for the purpose of supplementing
8 funds for established school programs and not for supplanting funds which are the responsibility
9 of the public.
- 10 2. Fundraising companies and other salespersons shall obtain permission in writing from the
11 director of schools' office to visit the schools.
- 12 3. Any commission payable by companies will be paid in the form of reduced prices to the students,
13 or paid into the activity fund of the school for use by the school. No school employee shall
14 personally benefit from any fundraising activity.
- 15 4. The principal must obtain written approval from the director of schools or designee for all fundraising
16 activities that involve the participation of the general student population in the marketing process
17 of the fundraising effort. All other fundraising activities must have written approval from the
18 principal and comply with all administrative procedures issued by the director of schools. The
19 authorization request shall contain the following information: ¹
 - 20 1. A list of the proposed fundraising activities;
 - 21 2. Purpose of the fundraising activity;
 - 22 3. Proposed uses of funds raised;
 - 23 4. Expected student involvement in fundraising activity (school-wide or individual
24 class or club); and
 - 25 5. Margin of profit and how it is to be paid to the school.
- 26 5. The director of schools shall determine whether or not the activity will benefit the school, contribute
27 to the welfare of the student body and supplement, **not replace**, funds necessary to fulfill the board's
28 required contributions.
- 29 6. Students will not be excused from a regular class to participate in a fundraising activity. No grade
30 in a subject or course will be affected by a student's participation in a fundraising activity.
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1 7. No quotas will be imposed on students involved and their efforts will be voluntary. Students who
2 do not participate in fundraising activities will not be punished or discriminated against in any way.
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4 This policy shall not be construed as preventing a teacher from using instructional or informational materials
5 even though the materials might include reference to a brand, product or a service.
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7 **LOTTERIES**

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9 No fundraising activity shall be conducted which distributes prizes or makes awards to winners from among
10 purchasers of chances by means of tickets or otherwise through a random drawing or other random selection
11 process. ²
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43 Legal Reference:

- 44 1. *Tennessee Internal School Uniform Accounting Policy Manual*;
- 45 Section 4-26
- 46 2. OP Tenn. Atty. Gen. 95-039(April 18, 1995)
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Cross References:

- Student Activity Funds Management 2.900
- Staff Gifts and Solicitations 5.605