

POLICY 1500
SOLICITATIONS/FUNDRAISING

General solicitation of funds from students attending District schools shall not be permitted except as specifically authorized by the School Board.

Solicitation of funds from teachers and other Board employees through District personnel or District channels shall not be permitted unless authorized in advance by the Board. Voluntary employee contributions for special purposes, on a one-time basis, may be approved by the Superintendent and/or his/her designee.

No individuals or groups shall raise funds in the name of the District or by using the name of any individual school in the District without permission of the Superintendent and/or his/her designee. Such fundraising shall be conducted only as specified under established District policies and rules and shall not violate any state or local laws. No third-party agency or organization shall be used to solicit on behalf of a school without the written consent of the Superintendent and/or his/her designee. An accurate accounting of all District approved funds raised, expenses incurred and disbursements made shall be kept in an appropriate manner.

LEGAL REF.: Wisconsin Statutes

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| Sections 103.23 | [Minor student involvement in fundraising activities] |
| 118.12 | [Sales/promotions on school premises] |
| 120.13 | [Board power to do all things reasonable for the cause of education] |

CROSS REF.:

- 1212, Non-English Language Version Printed Materials
- 1330, Facilities Use
- 1400, Gifts, Grants and Bequests
- 1510, Advertising/Promotions
- 1600, Visitors
- 1812, Relations with Parent-Teacher Organizations
- 5127, Photographing Elementary Students
- 5580, School Wellness
- 6740, Student Fundraising Activities
- 6741, Raffles

ADMINISTRATIVE REGULATIONS: 6740, Student Fundraising Form

AFFIRMED: December 28, 1990

REVISED: February 25, 2003
December 19, 2006
February 27, 2018

RULE 1500
SOLICITATIONS/FUNDRAISING

Public Solicitations of Employees

Requests for solicitation of funds from employees by organizations shall be submitted to the Superintendent and/or his/her designee, who will submit such requests to the School Board with recommendations. The Kenosha County United Way and the Education Foundation of Kenosha have Board authorization to solicit funds from employees, including through payroll deductions, provided that the deductions are expressly authorized by the participating employee on an annual basis or until withdrawn, in writing, by the employee.

Fundraising by Members of the Public Involving the Schools

Any fundraising in the name of the District or any individual school or department shall begin and be conducted only with the knowledge and approval of the Superintendent and/or his/her designee. A fundraising permission form must be completed and submitted before approval is granted.

In accordance with Board policy, an accurate accounting of all funds raised, expenses incurred and disbursements made shall be kept in an appropriate manner. At the end of the fiscal year, a written audit report shall be submitted to the Office of Finance and, upon review of the report, the Chief Financial Officer may require a certified independent audit. Any group disputing the decision of the Chief Financial Officer may appeal that decision to the Superintendent and/or his/her designee.

If an individual or group fails to adhere to best practices and the Board Policies governing donations/fundraising in the District, the District may consider withdrawing the permission to raise funds in the name of the District or an individual school and the District may take other action, as appropriate.