

DISTRICT FUNDRAISING ACTIVITIES

The district recognizes that it needs a balance of state, federal, local, and nongovernmental funds to achieve its goals. The district further recognizes that dwindling state and federal funds present challenges for the district. Increasingly, the district is seeking local and nongovernmental funding sources in order to preserve, establish and enhance important district programs and educational opportunities. The district's ability to offer diverse, quality educational programs and experiences for our students depends in part on our ability to secure reliable alternative sources of funding.

To preserve and to establish district programs and educational opportunities the board authorizes fundraising activities where such programs:

1. Promote K-12 education;
2. Provide educational experiences for students, and/or
3. Address local funding obligations that support the educational mission of the district; and/or
4. Promote the effective, efficient, or safe management and operation of the district.

District fundraising activities may include:

1. Soliciting gifts and donations that are reasonably related to the pursuit of the district's objectives;
2. Entering into interlocal agreements with other governments which generate additional funds for school district activities; and/or
3. Operating various revenue generating enterprises consisting of the sale of goods or services that are produced by, or that are linked to, the district's educational program.

Fundraising programs, including enterprise activities, will be in the best interests of the district and will not interfere with the operation of the district's programs and functions. District fundraising programs will not conflict with any applicable law and or state or federal constitutional provisions, including the separation of church and state.

This policy governs the establishment and administration of district fundraising for the General Fund and for particular programs in the district. It does not address fundraising programs conducted by Parent Teacher Organizations, other non-profit or citizens' organizations, or the Associated Student Body. Fundraising by the Associated Student Body is addressed by RCW 28A.325.030 and District Policy 6020.

The superintendent will establish procedures for the administration of district fundraising programs to ensure compliance with all applicable laws.

	3530	Fundraising Activities Involving Students
	6020	System of funds and Accounts
Legal References:	RCW 28A.320.015	School Boards of Directors –Powers Notice of adoption of policy
	28A.320.030	Gifts, conveyances, etc., for scholarship and student aid purposes, receipt and administration
	AGO 2003	Attorney General’s Opinion No. 1

Adoption Date: 08/17/04
Revised: 09/19/17

District Fundraising Activities

The district fundraising programs for students will:

1. Promote K-12 education;
2. Provide educational experiences; and/or
3. Address local funding obligations that support the educational mission of the district; and/or
4. Promote the effective, efficient, or safe management and operation of the district.

District fundraising activities may include:

1. Soliciting gifts and donations that are reasonably related to the pursuit of the district's objectives;
2. Entering into interlocal agreements with other governments which generate additional funds for school district activities; and/or
3. Operating various revenue generating enterprises consisting of the sale of goods or services that are produced by, or that are linked to, the district's educational program. The purpose or use of such programs will be consistent with the policies and programs of the district.

Proposals for district fundraising programs will be reviewed and approved in advance by the superintendent or designee to ensure compliance with the following procedures. The superintendent or designee will make all compliance determinations.

- A. Any fundraising program charging fees will satisfy the following criteria:
 1. Fees for persons attending or participating in such programs will only be charged when attendance or participation is optional, not mandatory;
 2. Students will not be charged a fee to enroll in a curriculum-based activity that involves a district fundraising program; and
 3. A program will not be created or continued that will require the allocation of district funds when program-specific resources are insufficient or exhausted.
- B. Any fundraising program characterized as a business enterprise activity will satisfy the following criteria:
 1. For these purposes, business enterprise will be defined as any non-Associated Student Body activity that sells goods or services for district-related purposes on an ongoing basis;
 2. Such business enterprises will sell products or services that are appropriate for the program's education purposes and/or promote the effective, efficient, or safe management and operation of the district;
 3. Such enterprises will not be created solely for commercial purposes;
 4. Such enterprises will purchase inventory in accordance with applicable district policy and/or practices; and

5. A business enterprise program will not be created or continued that will require the allocation of district funds when program-specific resources are insufficient or exhausted.
- C. Any fundraising program using donated personal items or services for an auction, sale, and/or raffle will satisfy the following criteria:
1. Donated items or services must be free from health and/or safety hazards;
 2. Donated items or services must be given voluntarily by individuals or businesses; and
 3. Appropriate solicitation on the part of students, parents or appropriate district personnel is permissible, but actions of students and parents cannot bind the district to any contractual obligations.
- D. Any fundraising program that requires contracting with a third-party vendor or promoter will satisfy the following criteria:
1. The contract will further K-12 education and/or promote the effective, efficient, or safe management and operation of the district; and
 2. The district will enter into contracts consistent with district policies and with appropriate authorization of the superintendent (or designee).
- E. Any fundraising program involving the production and/or sale of goods or services, such as a vocational education program, will satisfy the following criteria:
1. The superintendent or designee must authorize the sales of any goods produced and/or any services provided by the education program;
 2. The proceeds from the sale will be used to enhance or to expand the education program(s), as determined by the superintendent or designee;
 3. To the extent required, all goods produced or services provided from an educational program will be assigned to or owned by the district; and
 4. Individual compensation for the sale of goods produced and/or for the services provided will not be permitted, except as authorized by the superintendent, in accordance with applicable laws, district procedures, and/or practice.
- F. Any fundraising program selling surplus school personal property will satisfy the following criteria:
1. Such programs will not violate applicable state law or school policy governing the sale, lease, or rental of surplus and obsolete school personal property;
 2. Such programs are permitted only as provided in RCW 28A.335.180; and
 3. Such programs follow the district's policy for disposal of surplus property.
- G. Any fundraising or donations from a program that uses crowdfunding must have District Office approval and will be considered district property if it has the following characteristics:

1. Gifts and donations are sought through a crowdfunding website by:
 - a. The district, a district employee, or other volunteer or agent of the district; or
 - b. Using the district's name, referencing the employee's position with the district even if the district is not named, or requested on behalf of district students; or
 - c. District employees acting in their capacity as district employees, or the district's students.
2. Funding from a crowdsourced activity is identified as intended to benefit the district.
3. Private individuals may use crowdsourcing sites and donate items to the district. However, they may not use district resources while engaging in private crowdsourcing activities. Also, district employees acting as private individuals will not represent themselves as agents of the district.

Crowdfunding is the process of requesting a specific gift of donation to fund a specific purchase of project, typically through website or social media designated for this purpose. Crowdfunding does not include requests for donations the district makes using the district's own website or social media.

Contracting with crowdfunding websites that process cash donations through third-party vendors where the third-party vendors receive a percentage or amount of the donation as payment for services are prohibited. Such sites include the following examples: SnapRaise, GoFundMe, Indiegogo, and Kickstarter.

Online fundraising sites may be used to solicit non-cash donations of supplies, materials or equipment. These will be shipped directly to the school site or warehouse; be consistent with district standards; and become the property of the district. Such sites include Donors Choose, as an example.

- H. Any application for grant funding from any source must have approval and will be considered district property if it has the following characteristics:
1. Grants are sought by:
 - a. The district, a district employee, or other volunteer or agent of the district; or
 - b. Using the district's name, referencing the employee's position with the district even if the district is not named, or requested on behalf of district students; or
 - c. District employees acting in their capacity as district employees, or the district's students.
 2. Grant funding is identified as intended to benefit the district.

Grant funding may be used to solicit non-cash donations of supplies, materials or equipment. These will be shipped directly to the school site or warehouse; be consistent with district standards; and become the property of the district.