

The Board of Education will allow student fund-raising activities for school-related projects only on a limited basis and only if each case can be defended on the merit of the program. The activity must be approved by the faculty advisor and the building principal through the District's fundraising procedures.

No material shall be used which advertises any particular brand of goods and the students will not solicit business going door-to-door without Board approval. Competition between District businesses and the Waunakee Community School District shall be avoided whenever possible.

The Board prohibits any door-to-door fundraising activities by students below grade nine (9) for any school activities or school-related activities. (PTO, Booster Clubs, etc.) Door to door sales must be done by a minimum of two or more students together. Safety rules shall be reviewed by the supervising director with all students going door to door.

Booster Clubs shall consult with the district's Activities Director on specific fundraising activities as-well-as the use of students in these activities. PTO's shall consult with the building principals on specific fundraising activities as-well-as the use of students in these activities.

Questions of the appropriateness of Booster Clubs or PTO fundraising activities shall be brought to the attention of the superintendent.

The Board discourages fundraising by students age twelve (12) or younger and will approve this activity only for special or unique reasons.

Individual and/or family incentives shall not be utilized at the elementary or middle school level. Group rewards (party or program) to celebrate a successful sale are allowable at the elementary and/or middle school level. Participation in fundraising activities is to be voluntary on the part of students and families.

Student groups and booster groups are encouraged to raise funds through service projects and by using local vendors for resale of products. However, should a fundraising company or fundraising organization be considered for involvement in a project, they must provide a disclosure statement to the school principal that outlines the per unit cost of the product to the company, other per unit costs for the fundraising company, the per unit "profit" for the school group sponsoring the fundraising, and the per unit profit for the company. Any outside fund raising companies or organizations shall not utilize individual/family incentives or prizes for students at the elementary or middle school level.

Any fundraising activity involving the sale of food before or during the school day shall be limited to food items that (1) meet the minimum nutrition standards for foods sold outside of the school meal programs before and during the school day as established by the U.S.

Department of Agriculture (USDA) and (2) meet other applicable District-established nutrition guidelines. The building principal may allow a limited number of fundraisers by student groups involving the sale

of food items that do not meet the required nutrition standards, consistent with the limits established by the Department of Public Instruction (DPI).

Student fundraising activities shall be approved, through the District's fundraising procedures, as follows:

FUNDRAISING GOAL	REVIEW & APPROVAL REQUIREMENTS
Up to \$9,999	Building Principal* – Review & Approve
\$10,000 to \$24,999	Building Principal* – Review & Recommend Approval to District Administrator District Administrator – Final Approval
\$25,000 +	District Administrator – Review and Recommend Approval to Board of Education Board of Education – Final Approval

\*The Athletic Director shall follow the review/approval process for any/all booster club fundraising activities.

Funds raised by student groups under this policy will be held by the District on behalf of the applicable organization, club, or other student group and shall be managed in accordance with sound business practices and applicable District policies and procedures, including the District's policy on student activity funds management.

Administration will provide an annual report to the Board of Education in July.

### Wisconsin Statutes

- [Section 103.23\(2\)](#) [minors under 12 participating in fundraising activities]
- [Section 118.12](#) [sale of goods and services at schools]
- [Section 120.16\(2\)](#) [board treasurer duty; account for extracurricular activities funds]

Cross Ref.: 375, Student Activity Funds Management

850, Public Sales and Solicitations on School Property

851, Advertising in the Schools

881.1-Exhibit Parent Organization/Booster Club Relations and Information Guidelines

WASB PRG 374 Sample Policy 1

# STUDENT FUNDRAISING ACTIVITIES

Policy #374

Waunakee Community School District

Page 3 of 3

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