

## MAINE SCHOOL ADMINISTRATIVE DISTRICT #33

**Fund-Raising Activities/Projects**

The Board of Directors recognizes that, occasionally, student and/or adult groups may wish to sponsor fund-raising activities and/or projects to raise money to fund specific school-related activities that would not otherwise be possible. Fund-raising for charitable causes will be at the principal's discretion.

Vigilant care must be exercised so that fund-raising activities and/or projects do not become disruptive to instructional programs nor place an unreasonable burden upon the students and the communities. Therefore, at the elementary level, only one fund-raiser per classroom per school year will be permitted, unless permission is granted from the Board of Directors.

All fund-raising activities and/or projects that use a school or the district name, involve student participation, or claim to represent Maine School Administrative District #33 must be coordinated by an adult advisor. The adult advisor shall submit a *Fund-Raising Activity/Project Request* form to the principal for his/her approval at least ten (10) days before any announcement is made or action taken.

The adult advisor(s) shall be responsible for maintaining records of who the participants are, the distribution of tickets (or other item[s] being used), and the collection of money and unsold tickets (or other item[s] being used).

Student participation shall be voluntary and will require written parental permission prior to any student's participation.

Prizes or other rewards to students based on individual sales shall be prohibited, unless they are provided by the company sponsoring the fund-raiser.

Any fund-raising activity and/or project that involves food and/or beverage sales will be conducted in conformance to the District's *Promoting Healthy Foods* policy.

Proceeds will only be disbursed for group use after all related expenses have been paid and the *Fund-Raising Activity/Project Report* completed.

Legal Reference: 17 MRSA §331

Cross Reference: EFE Promoting Healthy Foods  
JJE-E Fund-Raising Activity/Project Request

History: Adopted Meeting # 788 October 8, 2003