

REGULATION

**BOARD OF EDUCATION
HIGH POINT REGIONAL**

NO. R 5830

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Pupil Fund Raising

5830 PUPIL FUND RAISING

A. Approval of fund raising activities

1. Requests for approval of fund raising activities must be submitted in writing to the school office designated by Policy No. 5830 no later than 30 days prior to the scheduled beginning of the activity.
2. The request must include the name of the requestor, the name of the organization that will receive the funds collected, the purpose of the collection, and the name of a responsible adult member of the collecting organization.
3. Approval will not ordinarily be granted for the collection of funds for essential supplies or equipment to be used in regularly scheduled curricular or co-curricular activities. Such activities should be funded through regular district budgeting and purchasing procedures.
4. Approval will be granted only for fund raising that is carefully planned and dedicated to specific objectives.
5. Approval will not be granted for the collection of funds.
 - a. Without a specified purpose;
 - b. For the purpose of qualifying pupils for membership in an organization; or
 - c. For the purpose of selling raffle tickets or conduction any activity that is based upon gain by chance.

B. Time and place of fund raising

1. The principal or his/her designee will determine the times and places in which fund raising may take place, in accordance with these regulations.

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2. Fund raising activities cannot interfere with the orderly operation of the instructional program. A class should not be interrupted for the sale of items.
3. Fund raising activities should be coordinated to the greatest extent possible in order to control and limit the potential disruption to school operations.

C. Accounting for funds

All student activity accounts are maintained by the Business Office.

- 1. Deposits will be accompanied by the form (F-17) to be attached to the deposit voucher.
2. Checks requested will be processed within 48 hours.

D. Infractions

A pupil who collects money for an organization without having first secured approval in accordance with Policy No. 5830 or who misrepresents a fund raising activity in order to gain approval or who collect money for his or her own benefit must be reported to the principal and will be subject to discipline in accordance with Policy No. 5600.

Adopted: December 18, 1995

Revised: January 21, 2008, September 21, 2021