

STUDENT ACTIVITIES - FUND RAISING

The principal or designee is responsible for the proper collection and supervision of all fund raising by student groups. Student fund raising is only to be used to fund educational and co-curricular materials and educational experiences that support the curriculum or graduation activities. The purpose and consequent expenditure must be approved by the Superintendent or designee before the fund raising activity is scheduled to begin. All such proceeds shall go toward the stated purpose. The expenditure of any funds raised above the amount necessary for the stated purpose must be approved by the Superintendent or designee.

Proceeds from any student fund raising activity are to be placed in the student activity account designated per activity. Although the monies raised are for each student group, the monies and subsequent purchases are the property of the Kittery School Department. All monies remaining in the group's activity account after that group has ceased to exist will be dispersed into the general activity account per the procedures described by the school auditor. The student activity accounts will be subject to Kittery School Department audit and these funds are the property of the Kittery School Department.

All fund raising projects that utilize students will be on a voluntary basis with no penalty for those students not participating. All students and adults who do participate must be made aware of their potential liability for collected monies or unsold goods. Those students who participate shall have parental permission.

Occasionally, students may request to raise funds in response to a specific need in the school, community, nation, or world. Such fund raising may be approved for humanitarian reasons, but not to promote any specific political, religious, or cultural message. Proceeds from this type of fund raising will be administered by the school administration in accordance with generally accepted accounting practices.

Cross Reference: KHA - Public Solicitations in Schools

Adopted: April 6, 1999

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