

V. Students

A. Administrative Policies

9. Extracurricular Fundraising and Commercial Activities

b. Fund Raising

The Narragansett School Committee recognizes that generating additional revenue in support of programs can enhance educational and extra-curricular services for students. This policy includes traditional fundraising activities as well as social events which may incorporate a fundraising component. Funds raised shall be used to benefit students, enhance the quality and relevance of education for learners, and contribute to the development of responsible citizens. Fundraising activities must be compatible with the best interests of the students, school personnel, and community and not detract from the instructional program.

In accordance with R.I.G.L. 16-38-6, the following restrictions on fundraising and commercial activity in the Narragansett Schools shall apply.

1. Parent/Teacher Organizations.

Following are guidelines for Parent/Teacher Organization fundraising:

- Parent Teacher Organization fundraising activities should result from a meaningful dialogue between administration, parents and teachers. Therefore, each site based administrator shall review fundraising proposals to assure and confirm compliance with policies, guidelines and state statutes and assess its impact on instruction.
- All donations of materials, supplies, equipment and/or services shall be made to and become the property of the School District.
- Student participation in fundraising activities shall be voluntary. Door-to-door solicitation by students from any grade level is prohibited.
- Neither students nor their parents shall be given a mandated fundraising target as a requirement for participation in any school sanctioned field trip or other activity.
- Fundraising activities involving the sale of food items must conform to the School District's Wellness Policy.
- PTOs may not obligate school funds, personnel or property without prior approval of the School Committee or their designee.
- Any fundraising group or organization must maintain a separate savings or checking account under that organization's name, federal identification number and, if applicable under its own state tax free designation. Such fundraising groups shall agree to a School District financial audit, from time to time, and further comply with all rules, regulations and laws pertaining to non-profit tax free organizations.
- An accounting of the income and expenditures related to school fundraising and commercial activities will be forwarded to the Narragansett School System Business Office by each school and autonomous organization upon request,
- Funds generated by such organizations shall not be commingled with student activity funds unless such funds are donated to the School District, with prior approval of the School Committee or their designee. Such donated funds shall be spent for the purposes for which they were raised and handled consistent with guidelines, procedures and protocols issued by the Superintendent of Schools from time to time.

2. Booster Organizations

Any support group raising funds to enhance a student activity shall be considered a Booster Organization. The School Committee assumes the responsibility for providing all staff, equipment, facilities and uniforms required for participation in approved programs. Booster organizations may seek to enhance these programs through fundraising and volunteer assistance.

The guidelines for providing this support are:

- At the start of the school year the building principal shall submit to the Superintendent a list of all recognized booster organizations and fundraising activities planned for the year.
- Additional organizations must seek recognition from the principal, who shall report all changes to the Superintendent.
- A district calendar shall be maintained so that events are coordinated.
- Each booster organization will identify a representative who will act as liaison to the building principal.
- The building principal will be responsible for providing leadership of the booster organizations in his/her building through an administrator, staff person or committee structure (i.e. students, teachers, parents) of his/her designation. This responsibility shall include:
 1. Coordinated fundraising events as to prevent unnecessary strain on the resources of the community;
 2. Ensuring that fundraising goals and activities are appropriate and follow School Committee policy;
 3. Ensuring that identified needs are submitted to the building principal through the established budget procedures. Unforeseen situations warranting the departure from these budget procedures must be presented to the principal or designee for written approval;
 4. Communication to the Superintendent of conflicts that arise from fundraising activities.
- Booster organizations may not obligate school funds, property or personnel without prior approval of the School Committee or their designee.
- All donations of materials, supplies, equipment and/or services made to the District upon prior approval of the School Committee and shall become the property of the Narragansett Public Schools with the exception of gifts and awards given directly to individual students.
- Neither students nor their parents shall be given a mandated fundraising target as a requirement for participation in any school sanctioned field trip or other activity.
- Fundraising activities benefiting the schools which involve games of chance or raffles must be conducted in accordance with state law and approved regulations
- An accounting of the income and expenditures related to school fundraising and commercial activities will be forwarded to the Narragansett School System Business Office by each school and autonomous organization upon request, If deemed necessary to avoid disruption of the school curriculum, the Superintendent may limit the number and duration of fundraising and other commercial activities in any school year or particular school.

3. Use of Fundraiser Proceeds for District Field Trips

In accordance with state law, regulation, guidance, and policy, donations from fundraising may be received and applied to fund District field trips with prior approval from the Superintendent. However, the donating entity or entities shall ensure that the sources of funds were not based on student mandated fundraising targets for participation in such field trips.

4. District Fundraisers

The District may engage in fundraising efforts for initiatives that extend beyond the budget and enhance and enrich student education and related activities. Such fundraisers shall be pre-approved by the Superintendent of Schools.

- Student participation in fundraising activities shall be voluntary. Door-to-door solicitation by students from any grade level is prohibited.
- Neither students nor their parents shall be given a mandated fundraising targets.
- Fundraising activities involving the sale of food items must conform to the School District's Wellness Policy.
- Proceeds of all fundraising activities shall be periodically remitted to the site based administrator or designee who shall maintain such funds in a segregated account. A verified accounting of funds shall be submitted from the site -based administrator to the business manager upon request.
- Funds generated by fundraising shall not be commingled with student activity funds. Such donated funds shall be spent for the purposes for which they were raised and handled consistent with guidelines, procedures and protocols issued by the District.
- No commercial goods or services shall be sold to students in the Narragansett Schools or on school property, nor shall any commercial materials (flyers, literature, and advertisements that are concerned with non-profit fundraising efforts, or any other solicitation) be given to students from the schools, except as authorized by the Superintendent.

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Narragansett School System

Narragansett, Rhode Island