



## **SECTION IV: STUDENTS**

## **POLICY 4140**

### **FUND-RAISING PROJECTS FOR STUDENT ACTIVITY GROUPS**

Income or revenue resulting from the operation of student organizations or club projects shall be deposited for use of specific student activity accounts within the student activity fund at each school. Management of activity funds shall be in accordance with *Title 70, Section 5-131.1* of Oklahoma Statutes, guidelines of the State Department of Education, and policies and procedures of the Broken Arrow Board of Education.

Funds shall be raised for a student activity organization only when there is a clearly-established need for revenue for a specifically-approved purpose.

When an activity requires revenue beyond that which is provided by membership dues in an organization, a request for consideration of a fund-raising project may be submitted to the building principal of a secondary school where the activity group exists.

A fund-raising project shall be considered only for a specific purpose, and revenue created shall be expended only for the designated purpose.

Fund-raising projects that require the use of the school facilities, school name, school system, or students in promoting the interest of a commercial or other non-school agency, require authorization from the Board of Education. Direct solicitation of advertising by students or by representatives of student activity organizations among members of the business community is not authorized. Mailing of information concerning advertising options is an authorized non-direct method of soliciting advertising.

The building principal or designee at each secondary school shall prepare a gross profit report after fundraiser and submit to the Activity Fund office located at the Education Service Center. This report will indicate each fund-raising project which has been authorized, the organization involved, date of the project, actual collections and net profit.

Fund-raising projects may provide that student prizes or awards for student achievement or recognizing student performance in fund-raising event be purchased from student activity funds not to exceed \$100.00 per student per fund-raising effort. If additional incentive awards are to be presented, they should be purchased by the company through which the sales project is conducted.

#### Elementary School Provisions

Students at the elementary level (PreK-5th) are not authorized to participate in door-to-door fund raising efforts. However, voluntary service groups may raise funds for service projects within the school and/or for the community, through non-commercial efforts such as recycling. Upon Board of Education approval, a specific account for this purpose will be established within the student activity fund at participating schools.

Source: *Broken Arrow Board of Education policy adopted, October 19, 1992.*  
*Broken Arrow Board of Education policy revised, July 13, 2009.*  
*Broken Arrow Board of Education policy revised, October 25, 2010.*  
*Broken Arrow Board of Education policy revised, July 10, 2017.*