

POLICY TITLE: Student Fund Raising		
ADOPTION/EFFECTIVE DATE: 07-07-1975	MOST RECENTLY AMENDED: 12-08-2014	MOST RECENTLY REAFFIRMED:
POLICY/PROCEDURE MANUAL SUMMARY CATEGORY: School Management		

I. Purpose

The purposes of this policy are to authorize and establish criteria relating to student fund raising activities or drives for the benefit of:

- A. School-sponsored activities;
- B. Charitable organizations;
- C. Charitable causes; or
- D. Extracurricular activities or clubs.

II. Definitions

- A. Fund Raising Activities or Drives means soliciting money as a gift or in exchange for sales of items or services for the benefit of a school-sponsored activity, extracurricular activity or club or for the purpose of donating same to a charitable organization or a charitable cause.
- B. School-Sponsored Activity means any undertaking which is supervised, organized and controlled by Harford County Public Schools (HCPS) or a school's administration.
- C. Charitable Organization means an organization which has received a 501(c)(3) designation under the United States Internal Revenue Code.
- D. Charitable Cause means a person, family, group of persons or organization which does not possess 501(c)(3) status, but who or which are approved by the appropriate Executive Director of School Performance to receive monies from fund raising.
- E. Extracurricular Activity means school sponsored events, programs or undertakings that, (1) generally occur after the regular school day; (2) are not graded and for which a credit is not earned, and is not described as a part of a course of study or subject offering in the course description guide including, but not limited to, interscholastic sports; and, (3) which is coached or supervised by Harford County Public Schools (HCPS) staff paid pursuant to a collective bargaining agreement or

a coach appointed pursuant to Code of Maryland Regulations (COMAR) 13A.06.03.04 B.

- F. Club means a group of three or more students who meet to pursue recreational, philosophical or other activities which are not extracurricular in nature, including dance teams, chess clubs, language clubs and which are supervised by a faculty sponsor.
- G. Faculty Sponsor means a teacher or other employee who oversees and supervises a Club and does not receive compensation for such sponsorship.

III. Statement of Policy

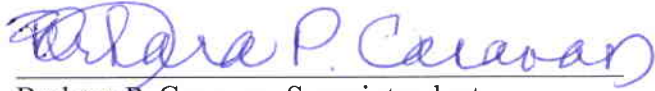
A. Fund Raising Generally

- 1. Fund raising activities in a school shall be approved by the school principal.
- 2. All funds collected related to any fund raising activity or drive must be deposited into separately accounted for and disbursed from the school activity fund for control purposes. All un-deposited funds must be secured in the school safe.

B. Limitations

- 1. Fund raising under this policy is subject to the following limitations.
 - a) No fund raising activities or drives of any kind, or any promotion thereof, may occur during instruction without approval of the principal.
 - b) Fund raising activities or drives shall be reasonable in number and scope.
 - c) Fund raising activities or drives which require or encourage students to go into the general community or conduct house-to-house solicitation are prohibited.
 - d) Any sale of items or student services which is a component of any fundraising activity shall be consistent with the educational mission of Harford County Public Schools and shall be approved by the principal.
 - e) Student participation shall be voluntary.
 - f) Parents/guardians must be notified prior to student participation in any fund raising activity or drive outside the school setting.
 - g) Incentives for participation in fund raising activities or drives of nominal value are permitted.

Board Approval Acknowledged By:



Barbara P. Canavan, Superintendent
Board of Education of Harford County

Policy Action Dates					
ACTION	DATE	ACTION	DATE	ACTION	DATE
Adopted	07-07-1975	Reaffirmed	04-22-2002		
Amended	07-01-1982	Amended/Retitled	12-08-2014		
Reaffirmed	07-08-1985				
Amended	04-14-1997				

Responsibility for Policy Maintenance & References		
LAST EDITOR/DRAFTER NAME: Jennifer Birkelien		JOB POSITION OF LAST EDITOR/DRAFTER: Internal Auditor
PERSON RESPONSIBLE: Patrick P. Spicer, Esquire		JOB POSITION OF PERSON RESPONSIBLE: General Counsel
DESIGNEE NAME:		JOB POSITION OF DESIGNEE:
REFERENCE 1 TYPE:	REFERENCE 1 NO	REFERENCE 1 DESCRIPTION:
REFERENCE 2 TYPE:	REFERENCE 2 NO	REFERENCE 2 DESCRIPTION:
REFERENCE 3 TYPE:	REFERENCE 3 NO	REFERENCE 3 DESCRIPTION:
REFERENCE 4 TYPE:	REFERENCE 4 NO	REFERENCE 4 DESCRIPTION:
REFERENCE 5 TYPE:	REFERENCE 5 NO	REFERENCE 5 DESCRIPTION:
POLICY NUMBER PRIOR TO NOVEMBER 1, 2005: School Administration - .02.08.120		
POLICY TITLE PRIOR TO DECEMBER 8, 2014: 06-0014-000 Involvement of Students in Fund-Raising Activities		