

Wilson County Board of Education

Policy Description: Fundraising Page 1 of 3	Policy Number: 6.7011	Amended Date: 02/02/09
	Rescinds:	Issued: 06/03/04

1 **DEFINITION OF FUNDRAISER:**

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3 For the purpose of this policy, a fundraiser is considered to be any activity conducted by the school which is
4 intended or designed to generate a profit and provide supplemental revenue for the general fund or an individual
5 club or class account. Fundraising activities could include vending operations, bookstores, pictures,
6 concessions, carnivals, book sales, or similar activities. Fundraising activities do not include membership dues,
7 fees, fines, ticket sales for sanctioned athletic event activities and similar fees.

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9 In Wilson County Schools all fundraisers will be designated as: ACTIVE or PASSIVE at the time they are
10 planned.

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12 **ACTIVE FUNDRAISERS:**

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14 Involve the children during instructional time in the school day.

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16 **PASSIVE FUNDRAISERS:**

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18 Do not involve the children during instruction time in the school day. The fundraiser is held during a non-
19 instructional period of the day such as lunch and recess, class changing time, or outside of school hours.

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21 How a school structures the fundraiser determines if it is active or passive. The principal and the PTO/booster
22 clubs should work together jointly to set up the fundraisers (i.e., have an assembly or not, use part of the
23 instructional day, structure the fundraising event so that it compliments or encompasses a curricular objective,
24 etc.). For example, if an assembly is planned to introduce the fundraiser or to conclude the fundraiser (as in a
25 party) even for only a 20 minute period during instructional time, the fundraiser becomes an ACTIVE fundraiser,
26 even if the majority of the fundraiser is done during non-instructional time. These shall be limited to one (1) per
27 semester.

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6. All students engaged in soliciting advertisements for annuals, school magazines, sports programs, or other school based fundraising, will do so outside of instructional time. This policy is not meant to restrict the activity of classes in which soliciting is a curricular component of the class (e.g., yearbook class).
7. Funds derived from fundraising events to be deposited to the General Fund of the individual schools activity funds can be spent for the following purposes:
 - Staff training and travel that benefits the student body;
 - Materials, supplies and equipment that enhance the instructional program provided by the Board of Education through its operational budget.
- Funds may not be used for:
 - Memberships of any kind;
 - Staff gifts and meals;
 - Permanent additions to buildings (such as a classroom).
8. Funds derived from fundraising events to be deposited to a restricted account of the individual schools activity funds must be spent for the purposes approved by the appropriate body that sponsors the account. The purpose shall be reduced to written form and on file at each school for audit purposes.
9. Funds should benefit the students that raised the funds and therefore should be expended as expeditiously as possible.

