

## Fund Raising

The Board of Education recognizes the economic, educational, and humanitarian needs for fund raising in and by schools and Parent Advisory Councils.

### General Guidelines

Fund raising activities should not disrupt the normal educational process. Schools should try to stay within their attendance area for sales.

### Gifts to Schools

Gifts or donations to schools should be in accordance with the [School District Charitable Organization – B.E.S.T. Foundation Administrative Procedure #509](#).

### Fund Raising Activities

School Parent Advisory Council decisions related to fund raising methods must be made with the approval of the principal.

Fund raising activities and expenditures should be part of an annual budget of the School Parent Advisory Council. All parents should be informed of how the funds are spent.

PACs should try to stay within their school attendance areas for sales.

Parent Advisory Councils are responsible for managing their finances using generally accepted accounting practices (GAAP). For example:

- Minimum of two signing officers (one can be the principal)
- Annual review
- Annual budget and financial statements prepared

Equipment purchased by a School Parent Advisory Council becomes a gift to the school district but it shall normally remain in the school where it was originally placed. The School Parent Advisory Council will be consulted if it is proposed to move equipment purchased by the council.

### Date Adopted: December 2000

*Cross Reference: [Alcohol Consumption at School District Activities Administrative Procedure #300](#)  
[Community and After School Use of Schools Administrative Procedure #600](#)  
[District Parent Advisory Council Administrative Procedure #305](#)  
[Field Trips Administrative Procedure #209](#)  
[School District Charitable Organization – B.E.S.T. Foundation Administrative Procedure #509](#)  
[School Parent Advisory Council Administrative Procedure #312](#)  
[Schools Protection Program: Liability Insurance Coverage Administrative Procedure #511](#)*