

## Fundraising Policy

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### A. Legal Authority/Requirement

- R277-408 School Fundraising

### B. Philosophy/Purpose

1. This policy governs the initiation, authorization, and review of all InTech Collegiate Academy fundraising activities.
2. This policy is intended to safeguard public funds, provide accountability, and ensure compliance with state and federal laws.
3. InTech encourages community and business partnerships that enhance and supplement the public education system.
4. InTech also desires to protect students, parents, and employees from over-commercialization and fundraising efforts that are coercive and disruptive to the education processes, threatening to the health and welfare of students, or lacking in educational merit.

### C. Definitions

#### 1. **"Public Funds"**

- a. means: money, funds, and accounts, regardless of the source from which the funds are derived, that are owned, held, or administered by the state or any of its political subdivisions, or LEAs, including InTech.

#### 2. **"Fundraiser," "fundraising," or "fundraising activity" -**

- a. means an activity or event provided, sponsored, or supported by a school to generate funds or raise money to:
  - i. provide financial support to a school or any of the school's classes, groups, teams, or programs; or
  - ii. benefit a particular charity or for other charitable purposes.
- b. "Fundraiser," "fundraising," or "fundraising activity" may include:
  - i. the sale of goods or services;
  - ii. the solicitation of monetary contributions from individuals or businesses; or
  - iii. other lawful means or methods to generate funds.

#### 3. **"Group fundraiser" or "group fundraising"**

- a. means a fundraising activity where the money raised is used for the benefit of a group, team, or organization.

#### 4. **"Individual fundraiser" or "individual fundraising"**

- a. means a fundraising activity where money is raised by an individual student to pay the individual student's fees.

#### **D. General Fundraising Requirements**

1. Fundraising is permitted to allow InTech to raise additional funds to supplement school-sponsored curricular and co-curricular programs.
2. InTech reserves the right to prohibit, restrict or limit any fundraising activities associated with the school.
3. All funds, property, goods, or services raised through fundraisers for school-sponsored activities are considered public funds.
  - a. Public funds should be deposited within 3 days of receipt of the money.
4. InTech is ultimately responsible for the expenditure and allocation of all monies collected and expended through student/school organized fundraising.
  - a. The collection of money associated with fundraisers for school-sponsored activities will comply with InTech cash receipting policies.
  - b. The expenditure of any public funds associated with fundraisers for school-sponsored activities will comply with InTech cash disbursement policies.
5. InTech may use funds raised through fundraising or donations to offset the cost of fee waivers and to offset the cost of program expenses for the program for which the funds were raised.
6. Any individual or organization that engages in fundraising or collects a donation on InTech's behalf shall comply with the requirements of:
  - a. R277-408 School Fundraising
  - b. R277-113 LEA Fiscal and Audit Policies
  - c. InTech's cash handling procedures
7. Fundraising activities must comply with Title IX requirements.

#### **E. Fundraiser Approval**

1. Fundraisers must be approved by the Executive Director or the Governing Board.

## **F. Student Fundraising**

1. Individual Fundraising by a student
  - a. Individual student fundraising cannot be required under any circumstance
  - b. Individual student fundraising may be allowed as an optional opportunity to raise money to offset the cost of a student's fees.
2. Group fundraising by students
  - a. Group fundraising is allowed as a way to provide/extend financial resources for student extra-curricular activities.
  - b. InTech shall notify parents of required group fundraising, letting parents and students know how and when the following will be provided:
    - i. Nature of the required group fundraiser
    - ii. Estimated participation time required of the student or parent for the fundraiser
  - c. Participation in group fundraising cannot impact a student's grade for a course or membership on a team, based on the student's non-participation in the fundraiser.
    - i. However, InTech personnel may reduce a student's participation in a program or activity if the student does not participate in the related activity or programs' required group fundraising; in the following ways:
      - a. Disallow participation in team/club travel, competitions, or conferences that are supported by fundraising activities in which the student did not participate.
3. Door-to-door fundraising by students is not allowed.

## **G. Annual review**

1. The InTech Governing Board shall annually review its policies on fundraising and donations.

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### Document History:

24 Oct 2024	Compliance with current fundraising law, fundraisers are not fees
23 Aug 2013	Policy origination