

Community Relations

FUNDRAISING/SOLICITATIONS

Fundraising

Fundraising is defined as any activity in which monies are collected.

Below are some examples of fundraising activities:

School pictures	Food sales
Halloween carnival	Art auctions
T-Shirt Sales	Dinners
Student store *	Ice Cream socials
Bookfairs	Membership drives
Raffles **	

Principals will approve all fundraising activities. It is recommended that an annual plan of fundraising activities be developed and submitted to the Principal at the beginning of each school year.

* Student store sales must be made on an irregular or intermittent basis only. Refer to the following publications for information related to operating a student store:

- *Accounting Procedures for Student Organizations*, California State Department of Education Publication No. 3, p. 6.
- *Tax Tips for Volunteer and Nonprofit Fund-Raising Organizations*, Pamphlet No. 18, California State Board of Education, April 1988 (copies may be obtained from the accounting office).

** Raffles are permissible only if tickets are made available on request whether or not a donation is made (per County Counsel decision).

Solicitations

Solicitation is defined as any activity in which goods or student services are requested.

Below are some examples of solicitation activities.

UNICEF
Adopt-a-beach
Canned food drives
Used clothing drives

FUNDRAISING/SOLICITATIONS (continued)

Principals will approve all solicitation activities. It is recommended that an annual plan of solicitation activities be developed and submitted to the Principal at the beginning of each school year.

Other District Transactions

District transactions such as the following are not considered fundraising/solicitation activities:

- Lost Books
- Study trips
- Paperback book orders
- News magazine subscriptions
- Breakfast/lunch sales
- Voluntary donations which defray the cost of an activity

Regulation
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CHULA VISTA ELEMENTARY SCHOOL DISTRICT
Chula Vista, California