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Statement of.....

Policy and Responsibility

SUBJECT: STUDENTS AS SALES AGENTS AND FUNDRAISING

I. **GUIDELINES FOR ALL MURRAY SCHOOLS**

A. **STUDENTS NOT SALES AGENTS**

Students in grades K-9 shall not be used as sales agents in any way as it relates to fund raising activities. Products or services used as a K-9 school fund raiser will be conducted on a parent to parent basis, eliminating the student as a sales agent in any sense of the term. Students in grade 10-12 may be used as sales agents as approved by the school administration.

B. **INCENTIVES**

No incentives for fund raising may be offered to students K-12.

C. **CONTRIBUTIONS**

Every fund raiser will include a component to allow for a fully recognized direct contribution in place of purchasing the product.

D. **SELLING MERCHANDISE TO STUDENTS**

No employee shall sell merchandise or services to his or her students during the school year except upon permission of the Board of Education.

E. **SOLICITING FUNDS FROM STUDENTS**

It is the general policy of the board that all soliciting of funds and fees from students is prohibited except as defined by law and Utah State Board of Education requirements.

F. **COMMERCIALISM**

1. No individual or organization, public or private, shall be given the names, addresses and/or phone numbers of students or employees for and commercial or charitable use without approval from the board.
2. Sales representatives and agents shall not be permitted to contact students, teachers or other personnel at the school, without the knowledge and approval of the school [and district] administration.
3. Sales representatives cannot present sales information to students.

4. Businesses may donate products that carry the name of the company (i.e., cups, soft drinks, T-shirts) if there is not an obligation or cost to students or employees of the school.

II. FUND RAISING FOR ELEMENTARY AND JUNIOR HIGH SCHOOLS

- A. Student pictures will be used as a school fund raising project only once a year.
- B. The sale of food items in the school will be in compliance with the Salt Lake County Board of Health.
- C. Each school will be allowed one additional opportunity per academic year to participate in an activity that results in an income to the school.
- D. Each school will be allowed one opportunity to fund raise for a charitable cause (Quarters for Christmas, Sub for Santa, Jump Rope for Life, etc.) The charitable fund raiser will be selected by the school community group.
- E. Each principal will work in concert with the Local PTA Board to determine the needs and fund raising projects for the year.
- F. Fund raising activities will remain sensitive to community needs. The principal will present a complete list (including PTA fund raisers) of fundraising activities to the school community group for approval.
- G. The approved list will be submitted to the Assistant Superintendent of Curriculum and Instruction by November 1st of the school year or prior to conducting the first fund raiser (whichever occurs first).

III FUND RAISING AT SENIOR HIGH SCHOOLS

- A. All fund raising projects must be in compliance with the individual high school's Fund Raising Policy.
- B. The Murray School Board will be informed of any additions or changes in the individual high school's Fund Raising Policy.
- C. Prior to initiating fund raising activities, school clubs, teams, groups, and the PTSA shall present their written plans to the school administration for approval. The written plans shall be submitted to the Assistant Superintendent of Curriculum and Instruction prior to the fundraising activity.

IV. NONCOMPLIANCE TO ANY PORTION OF THE FUND RAISING POLICY WILL RESULT IN ACTION TAKEN AT THE APPROPRIATE LEVEL.