

Community Relations

SCHOOL-SPONSORED FUNDRAISING

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Fairfield Public Schools recognizes and values the passion of families and students to raise funds in support of school activities. Students and the community may engage in raising funds for school-sponsored initiatives. The policy applies to all District administrators, licensed educators, staff members, students, organizations, volunteers, and individuals who initiate, authorize, or participate in school-sponsored fundraising events or activities. The following policy is aimed at promoting safety and to ensure that fundraising activities are consistent with all applicable state and federal policies and regulations.

I. Criteria for School-sponsored Fundraising Activities

“School-sponsored” for purposes of this policy means activities, fundraising events, clubs, camps, clinics, programs, sports, events, or activities that are authorized by the District or individual school(s) that support the District or authorized curricular school clubs, activities, sports, classes, or programs that:

- a. Are managed or supervised by the District or public school, or District or public-school employee in the capacity of the employee’s District employment, or volunteer working under administrative oversight; or
- b. Use the District or public school’s facilities, equipment, or other school resources.

A school-based fundraising activity must meet the following criteria:

- a. Have one adult designated with the overall responsibility as the activity Sponsor;
- b. Have a purpose consistent with the mission/goals of the school district;
- c. Be voluntary in nature to students;
- d. Follow applicable provisions of public law, including the provisions relating to the sale of healthy foods and beverages on school grounds during the school day; and
- e. Receive written approval by the appropriate administrator.

II. Handling of Funds and Record Keeping

The school-sponsored fundraising activity must comply with District cash receipting process (school activity fund regulations and regulations pertaining to maintaining cash within classrooms or school buildings). Detailed and accurate records of the school-based fundraising activity shall be kept with the Sponsor responsible for ensuring compliance with this requirement. Proper cash management procedures must be followed as outlined in the administrative regulations.

Legal Reference:

Conn. Gen. Stat. § 10-215f Certification that food meets nutrition standards

Adopted: 8/27/2004

Revised and Adopted: 10/10/2023