

DFH Fundraising Activities

Fundraising activities at school, on school property, or at school-sponsored events are prohibited except as provided in this policy.

Faculty and student participation in fundraising shall be strictly voluntary. At no time shall participation in fundraising impact a student's grade or membership, participation time or standing on a team, club, or group. Door-to-door sales are strongly discouraged. Faculty and sponsors shall not require or promote door-to-door sales.

The district will manage, restrict, or decline funds, gifts, or fundraising activities to assure that fundraising and expenditures comply with applicable district, state, and federal law and guidelines, including, but not limited to, Title IX and Kansas State High School Activities Association (KSHSAA) rules and regulations.

Fundraising activities must be pre-approved by the superintendent or designee, and adhere to the following guidelines:

- Fundraising activities shall not interfere with instructional time, infringe upon or detract from the classroom activities, or the educational process as determined by the superintendent or designee.
- Online fundraising, utilizing websites such as DonorsChoose or GoFundMe, must comply with this policy, district rules and regulations concerning fundraising, and the rules governing the fundraising site.
- Approval of fundraising requests shall depend on factors including, but not limited to:
 - Compatibility with the district's educational program, mission, vision, core values, and beliefs;
 - Compatibility with any terms, conditions, and requirements of grants or other specific funding sources;
 - Compatibility with existing district technology;
 - Congruence with the district and school goals that positively impact student performance;
 - The district's instructional priorities;
 - The manner in which donations are collected and distributed;
 - Equity in funding; and
 - Other factors deemed relevant or appropriate by the district.
- If approved, the requestor shall be responsible for preparing all materials and information related to the fundraising campaign and keeping district administration apprised of the campaign's status. The requestor is responsible for compliance with all state and federal laws, the rules governing the fundraising site, and other relevant district policies and procedures, as well as the following:

- Fundraising proceeds shall not be deposited into a staff member’s personal bank account or peer to peer payment network.
- Money raised or items secured by a fundraising campaign by a person or entity acting on behalf of the school or the district will be the property of the district.
- All items and money generated on behalf of the district are subject to the same controls and regulations as other district property and shall be deposited or inventoried accordingly. No money raised or items purchased shall be distributed to individual employees without the express written consent of the superintendent.
- Pictures of students in conjunction with fundraising activities shall not occur unless parents of students have consented in writing to the use of the picture for this specific purpose.
- Fundraising activities must comply with all board policies, including, but not limited to, policies governing the privacy rights of students.

Nothing in this policy is intended to prohibit an employee from using online fundraising campaigns for personal items or reasons outside of the school or work time. In such cases, the employees shall not be acting on behalf of the district or school, identify themselves as employees of the district, or suggest the fundraising campaign is for the benefit of students, classrooms or schools of the school district.

For purposes of this section, “acting on behalf of the district or the school” means an employee holding oneself out as an employee of the district and/or seeks donations for the benefit of the district, a particular school, classroom, or student.

Personal Business Interest

Neither students nor employees are permitted to promote personal business, commercial, or private financial interests either through direct sales or through promotion of the sale of goods or services at school, on school property, or at school-sponsored events. Such activities are not fundraising and are prohibited.

BOE Approved June 11, 2025

AMAZON WISHLIST GUIDELINES

Overview: Here are guidelines regarding the solicitation of donations through Amazon wishlists, or other solicitations by school staff within the USD 434. The district prioritizes equity, transparency, and the protection of families from undue financial pressure.

1. Purpose: The purpose of this guideline is to ensure that all students have equal access to resources without any obligation or expectation for families to contribute financially. It also seeks to maintain district-wide oversight over all fundraising efforts to align with the district's educational goals, ethical standards, and BOE-approved policies.

2. Updated Guidelines on Amazon Wishlists or other solicitations:

Teachers and school staff are permitted to:

- **Create and share one individual Amazon wishlist at the beginning of the school year** to help support initial classroom setup and instructional needs.
- **Coordinate one grade-level Amazon wishlist** during the school year to support a specific event (e.g., Easter Egg Hunt, holiday celebration, etc.). This must be organized collectively by the grade level team and clearly labeled as optional.

To ensure clarity and fairness:

- Wishlists must not include items of personal benefit to staff.
- Wishlists should not be promoted in a way that pressures families to contribute.
- All shared wishlists must include a disclaimer that contributions are completely voluntary and not expected.
- All donated items will remain the property of the school.

3. Discouraged Activities: Teachers and school staff are discouraged from:

- Creating, sharing, or promoting Amazon wishlists or other solicitation avenues with students, parents, guardians, or the general public for classroom resources, school supplies, or any other school-related items outside the approved timeframes noted above.
- Directly or indirectly soliciting donations from parents, guardians, or community members via Amazon wishlists.
 - Please note you may continue to ask for snacks in your classroom newsletters.

- USD 434 may work with PTO in collaboration for teacher meals and appreciation week.

4. Rationale: The prohibition on Amazon wishlists and similar personal fundraising efforts is based on the following concerns:

- **Equity:** Not all families are able to contribute financially, and this policy ensures that no parent or guardian feels pressured to make donations.
- **Transparency:** All resources and donations should be acquired through approved channels that allow for administrative oversight and accountability.
- **Consistency:** To maintain uniformity across all schools and classrooms within the district, all resource requests should be handled through district-approved methods and funding sources.

5. Approved Alternatives: Teachers and staff are encouraged to utilize district-approved channels for obtaining classroom resources and materials. These channels may include:

- School or district-wide fundraising events.
- Parent-Teacher Organizations (PTOs) or Booster Clubs.
- District grant programs or approved external grant applications.
- Requests for classroom supplies through school administration, which may allocate funds or coordinate formal donation drives that ensure equitable distribution of resources.

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