

**SCHOOL RELATED SALES AND SOLICITATIONS**

The Board believes that charity appeals and fund-raising campaigns using school employees, students or parent/guardians, whether on or off school property, should be limited and generally conducted only when there is a direct benefit to students. Students and school personnel are to be protected from significant intrusions on their responsibilities by individuals and organizations not directly connected with the schools. Canvassing, soliciting of funds or selling of items by any outside agency shall not be permitted, except under requirements established by the supervising administrator within administrative regulations approved by the Superintendent. School personnel may not participate, during school hours or on school property, in the solicitation of orders, the distribution of advertising materials or the collection of charges by any outside individual or organization unless an approved school fundraiser. All school employees shall interpret this policy strictly within administrative regulations established by the Superintendent.

Any fund drive or campaign must be sponsored by the School District, or a school-related organization, eg., Booster Club, Educational Foundations.

Funds raised through school-sponsored activities must be deposited and accounted for in the appropriate extra-curricular fund. Accounting for funds raised by school-related groups is the responsibility of the sponsor of such groups. Stealing such funds or related products subjects students or staff to possible disciplinary action.

Fund drives sponsored by the School District, an official parent organization, a school or other school-sponsored group, which involve door-to-door solicitation should be kept to a minimum and approved in advance by the appropriate building principal. Such drives should encourage sales teams and parent or guardian supervision.

8 New York Code of Rules and Regulations  
(NYCRR) Section 19.6  
New York State Constitution Article VIII, Section 1  
Education Law Section 414

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