

SAN DIEGO CITY SCHOOLS
Office of the Superintendent

September 14, 2004

Introductory Statement

There is a need to revise Board Policy F-3800, Student Activities/Events, to ensure that district fundraising activities are not conducted concurrently with instructional activities.

Background

In response to recent budget cuts, more schools are pursuing fundraising activities to offset site budget deficits. Parent concerns have been expressed regarding guidelines for fundraising and when fundraising activities can or cannot occur. There is also district concern regarding fundraising being conducted during instructional time e.g., jogathons being organized during Physical Education (P.E.) classes, or the potential of readathons being conducted during literacy instruction. It is necessary to clarify for schools, parents and fundraising partners the intent of school fundraisers and the appropriate times they can be held.

Instructional Implications

State guidelines indicate that fundraising is prohibited during instructional time.

Facilities Implications

When school facilities are utilized for fundraising activities, the user must comply with related Procedure 9205-Civic Center Use of Buildings, Grounds and Equipment.

Budget Implications

Fundraising efforts support academic and extra-curricular opportunities and are a direct financial benefit to the schools.

Public Support and Engagement Implications

In accordance with these revisions, the "Request for Approval of Fundraising Activity by a Non-District Organization" form is being revised to implement the policy change following board approval. The revised form will include the following new provisions for principals to follow:

- Notify parents of the school's specific fundraising groups;
- Notify parents in advance that the school is planning an event and provide all details of the event;
- Notify parents of their right to "opt" their child out of participating in any fundraising event;
- Notify their Instructional Leader of all fundraising events for the school year;

Recommendation that a board policy be established stating that fundraisers are not permitted during instructional time.

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- Provide a signed copy of this form to the requesting organization or individual; and
- Maintain an official file at the school site for at least one school year which includes parent notification, a copy of the signed approval form and any other related documents.

A meeting of all the principals was convened by the Office of Instructional Support on July 14, 2004, to discuss operational issues. At the meeting, principals were informed that district staff would be recommending that fundraisers cannot be held concurrently with instructional activities and that the procedure would be revised to address this issue. Principals were invited to give feedback regarding the proposed policy and procedural changes.

Principals will be notified of the revised procedure via the district's weekly Operations Update.

Policy Implications

This report requires the revision of Board Policy F-3800 and the revision of Administrative Procedure 9325. F-3800 would be revised as follows: "Fundraising activities shall comply with state law (*Education Code Sections 51520, 51521*) and district requirements for individual activities. *Fundraisers may not be conducted concurrently with instructional activities.*"

Deleted: as appropriate

Recommendation

The superintendent recommends the Board of Education amend Board Policy F-3800 to ensure that fundraisers may not be conducted concurrently with instructional activities.

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