

Interact 5170
Guidelines for Rotary Advisors
High School Student Activities

Fundraising for Projects: A student group (I.e. Interact) may organize a fundraiser to support an outside organization such as a charity (I.e. Rotary District 5170 Foundation) as long as the fund-raising event is clearly identified as raising funds to donate to that charity and the fundraiser has been pre-approved by the governing board, pursuant to relevant district policy. The charity must be a non-profit, nonpartisan organization. There are two ways schools can manage fundraising monies for a charity:

#1. Students present payment in the form of checks that are written directly to the charity that are delivered to or picked up on a daily basis (so as to ensure checks are not left unsupervised overnight or on weekends) to the charity.

OR

#2. The governing board approves fundraising efforts by student clubs through the Associated Student Body accounts at the beginning of the school year (or as new fundraisers are identified), clearly delineating the recipient organization(s) and how they will fundraise for said organization.

Education Code 48932; FCMAT 2015 ASB Accounting Manual, pg. 187.

A best practice example is the Fremont Union High School District, which has a board policy (BP 1321) that allows for student fundraising for non-profit, nonpartisan charitable organizations. There is a list of organizations in an administrative regulation (AR 1321) that students are allowed to fundraise for, and this list is reviewed annually by the board of trustees. Student groups that want to fundraise for an organization(s) not on the list can petition the school board for approval.

Carryover of Unexpended Balances: In general, funds raised by students during a given school year should be spent on behalf of those students while they are at the same school site. Reasonable carryover balances of ASB funds are allowed, especially for projects that last over a year.

FCMAT 2015 ASB Accounting Manual, pg.67.

Club Membership Fees: ASB organizations including Clubs (Interact) cannot charge dues or fees to join groups or activities, or charge for membership to participate in activities supported by ASB funds.

Hartzell v. Connell case, (35 Cal. 3d 899 (1984))

Bake sales: A sale of these items is becoming increasingly complicated and limited because of recent state laws regulating food sales in grades K-12.

Student organizations (such as Interact) may sell food any time of day if the following conditions are met:

- Sales must be approved by the district's governing board
- Must meet state Food & Beverage Requirements
- One organization per day (i.e., student store) may sell no more than three types of approved food or beverage.
- On no more than four days during the year, multiple organizations may sell approved foods (all on the same four days).
- Food may not be prepared on school premises or in private homes (must be commercially prepared).
- Food sold during the school day may not be the same as is sold by the school cafeteria on that day.
- Any additional policies from the district's wellness policy are met.

From midnight to one-half hour after the school day, foods containing artificial trans-fats cannot be served or sold on a school campus.

FCMAT 2015 ASB Accounting Manual, pg. 19.

Raffles/Games of Chance: Student clubs (including Interact) are not authorized to participate in raffles or games of chance because they are not nonprofit organizations exempt from state tax.

FCMAT 2015 ASB Accounting Manual, pg. 100.

Developed by Chris Miller, 3/2016

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