

HOONAH SCHOOL DISTRICT

SOP No. 16

FUND RAISING ACTIVITIES

1. PURPOSE: To establish procedures for fund raising activities by student organizations.
2. AUTHORITY: Superintendent
3. RESPONSIBILITY: The Principal is responsible for ensuring compliance with this policy.
4. APPROVAL: All fund raising events or activities shall be approved by the Principal or Superintendent.
5. GENERAL:
  - a. All clubs or organizations will request in writing permission to raise funds. A copy of this approval shall be kept in the fund raising activity file for future reference.
  - b. The method of raising funds and the purpose for which the funds will be raised shall be specified in writing.
  - c. All deposits and withdrawals shall comply with procedures set out in SOP No. 15.
  - d. Soliciting contributions is not considered fund raising and requires the approval from the Superintendent.