

# POLICY

## BOARD OF EDUCATION OF MONTGOMERY COUNTY

---

**Related Entries:** ABA, ABA-RC, ABC, BBB, CNA, CNA-RA, CNE, DDA-RA, DJA-RA, DJA-RB, ECN, FFA, FFA-RA, IGK-RC, JPG, KGA-RA

**Responsible Office:** School Support and Improvement; Chief Operating Officer

**Related Source:** *Annotated Code of Maryland*, Business Regulation Article, Section 6-101; Criminal Law Article, Section 13-1803 and Section 13-1813

### School-Related Fund-Raising

#### A. PURPOSE

To provide a framework for school-related fund-raising activities in or on behalf of Montgomery County Public Schools (MCPS) that safeguards instructional time, maximizes the safety of students, supports a common school experience for all students, and includes appropriate accountability provisions

#### B. ISSUE

The Montgomery County Board of Education (Board) affirms its interest in ensuring that fund-raising activities by schools or school-sponsored groups or on behalf of MCPS by parent and community groups are conducted in compliance with state law and MCPS regulations and contribute to the school experience of students without conflicting with or disrupting the operation of the instructional program or jeopardizing the safety of students. Parent and community groups include, but are not limited to, Parent Teacher Associations (PTAs), Parent Teacher Student Associations (PTSAs), foundations, and booster clubs.

The Board recognizes that funds can be raised for purposes other than instruction and that these fund-raising activities contribute to the overall experience of being a member of the school community.

#### C. POSITION

1. The Board encourages those seeking to make donations or raise funds for schools to collaborate with school leadership to ensure that school-related fund-raising efforts pursue shared purposes, which may include, but are not limited to, the following:

- a) Supporting activities of school-sponsored groups, which include, but are not limited to, school classes or grade-level groups, clubs, teams, performing arts groups, and countywide student organizations
  - b) Supporting activities that benefit the student body
  - c) Providing supplemental funds to help defray the costs of optional activities that enhance MCPS programs
  - d) Raising funds and collecting donations for charitable purposes or for members of the community experiencing financial hardship. The Board affirms the value of such fund-raising activities for increasing student awareness of their membership in the local and global community.
  - e) Providing supplemental materials or equipment that enhance the instructional program or the administrative functions of the school
  - f) Providing supplemental support for staff to participate in professional development activities
2. Student safety and health are the foremost concerns for any fund-raising activity involving students and, specifically, students collecting funds directly from the public.
  3. Neither parent or community groups, nor students are expected to raise funds to support specific programs or purchase materials to enhance the instructional program. Participation in school fund-raising activities shall be on a voluntary basis, and no student shall be compelled to participate or contribute.
  4. While many schools and PTAs/PTSAs have emphasized fundraising in the past, raising money is not their primary focus. In Board Policy ABC, *Parent and Family Involvement*, the Board affirms the National Standards for Family-School Partnerships, and the development of parent and family involvement programs and services that are comprehensive and linked to student learning.
  5. School staff should not become dependent on fund-raising activities to purchase materials and instructional equipment.

6. The Board recognizes that some activities, such as school fairs, are important because they promote parent participation and result in increasing school and community spirit in addition to any amounts of money they raise for the school.
7. Funds raised by fund-raising groups cannot be used to employ anyone to work in the schools during the regular school day.
8. The Board establishes its process for accepting non-Montgomery County government funds for improvements that qualify as capital improvements in Board Policy CNE, *Facility Improvements That Are Not Funded With Montgomery County Revenues*.
9. The Board establishes its process for naming school facilities in Board Policy FFA, *Naming School Facilities*, and prohibits naming a portion of a school facility to generate funds, unless expressly approved by the Board.
10. MCPS establishes its process for accepting donated items or purchasing materials and equipment with nonappropriated funds in MCPS Regulation DJA-RB, *Purchase of Materials and Equipment Using Nonappropriated Funds and Acceptance of Donated Items*.
11. The provisions of this policy do not apply to fund-raising activities by groups not associated with MCPS who use MCPS facilities through the Interagency Coordinating Board.

**D. DESIRED OUTCOMES**

1. Cooperative effort between MCPS, school and school-sponsored groups, parent and community groups, private organizations and foundations, businesses, and individuals working in partnership toward shared goals
2. Understanding and communication about the needs and resources of the schools and community
3. Transparency in purpose and implementation of fund-raising activities and appropriate accountability for such activities

**E. IMPLEMENTATION STRATEGIES**

The superintendent of schools will establish regulations or other administrative procedures necessary for carrying out this policy.

**F. REVIEW AND REPORTING**

This policy will be reviewed in accordance with the Board policy review process.

*Policy History:* Adopted by Resolution No. 311-89, May 22, 1989, amended by Resolution No. 404-12, September 11, 2012.