

**SCHOOL-CONNECTED ORGANIZATIONS**

The Board of Trustees recognizes that parents, guardians, and/or community members may wish to organize booster clubs, associations, or foundations for the purpose of supporting curricular and/or extracurricular programs such as athletic teams, academic teams, performance groups and schools or the District in general. The Board supports such activities and welcomes the interest and participation of all its stakeholders.

The Board recognizes that school-connected organizations are separate legal entities, independent of the District. However, in order to help the Board fulfill its legal and fiduciary responsibility to manage District operations, all school-connected organizations must operate as, or under, a registered 501(c)3 tax-exempt organization and must have a written statement of purpose and bylaws. School-connected organizations that desire to raise money to benefit any District school or student shall submit a request for authorization to the Superintendent or designee, in accordance with Board policy and administrative regulation. In addition, the Superintendent or designee shall establish appropriate internal controls for the relationship between school-connected organizations and the District. School-connected organizations will consult with the principal/designee to ensure appropriate communication, determine school needs, and develop priorities for fundraising and expenditures. It is the desire of the Board that school site administration support the efforts of school-connected organizations. Any and all funds raised for any school or District-related activity must meet the District's policies on student fees. Schools will use funds to support the donative intent of the school-connected organization. All funds raised to support any new District programs, personnel, facilities, or projects must receive prior approval from the Superintendent or designee before fundraising begins.

Under no circumstances shall school-connected organizations or their individual members hire a person to be a District employee or pay any District employee directly. Any funds received for the purpose of funding extracurricular positions shall be paid to the District, which will in turn hire the personnel and pay the appropriate wage or stipend.

The Board encourages school-connected organizations to consider the impact of fundraising activities on the overall school and District program. Funds may not be used to create inequities in core academic programs and are meant to supplement and enrich existing programs. Activities by school-connected organizations shall not conflict with law, Board policies, administrative regulations, or rules of the sponsoring school.

Violations of law, Board policies, administrative regulations, or rules of the sponsoring school may result in the rejection of donated funds or revocation of the school-connected organization's authorization to collect funds on behalf of the school or the District.

Policy Adopted: 10/2/1995  
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Revised: 9/26/2011

**CAPISTRANO UNIFIED SCHOOL DISTRICT**  
San Juan Capistrano, California