

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: **DATE:** May 1, 2026

TOPIC/TITLE: Fundraiser Policy- First Reading

PRESENTER: Josh Rayburn

ORIGIN:

- TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
- ACTION REQUESTED AT THIS MEETING
- ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
- ACTION REQUESTED AT FUTURE MEETING: (DATE)
- BOARD REVIEW REQUIRED BY

- STATE OR FEDERAL LAW OR REGULATION
- BOARD OF EDUCATION POLICY
- OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- PREVIOUS REVIEW OR ACTION

- DATE:
- ACTION:

BACKGROUND INFORMATION:

Board is required to review and approve all policies that govern the Board of Education

SUMMARY OF MAJOR ELEMENTS:

Fundraising restrictions have been removed for the first reading.

IMPACT ON RESOURCES:

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: Recommended Not Recommended

Jeri Jones

Fund-Raising Activities

APPROVAL REQUIRED

All fund-raising activities, including the proposed use of the funds, may be submitted to the Board for approval at any time during the school year.⁴ Requests must be channeled through the Principal and Superintendent and shall include statements as to the nature and purpose of the activity and what items, if any, are to be sold.

All funds raised for a specific purpose shall be used for that purpose.

Any unauthorized fundraisers shall have funds from said sales placed in the Board’s General Fund.

DEFINITION

Fund-raising is an organized activity of soliciting and collecting money for school or student organizations. Contributions and collections derived from school-sponsored fund-raising activities shall be deposited in the school’s activity fund bank account or the District bank account.⁴

This does not include service activities or projects, which are not designed for the purpose of fund-raising, yet function as benefits to school programs (ex. book fairs, and school dances).

1. This policy shall apply to all fund-raising directly associated with the school including fund-raising by school councils, parent associations, parent/teacher groups, teams, clubs, and student councils.
2. Fund-raising activities should be limited in scope and utilized only when another method of funding is not available.
3. The Board will approve only those fund-raising projects that the Superintendent recommends, including fund-raising activities by booster organizations and parent-teacher-student organizations.
4. The Superintendent shall make the final determination as to what does or does not constitute a fundraiser.

Deleted: RESTRICTIONS¶

<#>Each school may conduct only two (2) school wide fund-raising events each year within Woodford County. Additional fund-raisers that are out of county may be requested. ¶

<#>All fund-raising activities, whether school wide or non-school wide, require both school administration and Board approval.¶

<#>A school organization (team or club) may have only two (2) major fund-raisers a year. Service projects (e.g., school pictures, yearbooks, book fairs, art to remember) do not count towards the two (2) major fundraisers.¶

<#>Approved support organizations (i.e. booster club or PTO/PTA) may have no more than five (5) fund-raisers a year. Service projects do not count towards the five (5) major fundraisers.¶

Fund-Raising Activities

SUBSCRIPTION SALE OF PRINTED MATERIALS

The Superintendent shall provide written approval to the county clerk for all subscription sales of printed materials. This approval shall identify the product(s) being sold, the students involved as solicitors and the duration of sales.²

GAMING ACTIVITIES

Booster Clubs and PTO's/PTA's planning to conduct charitable gaming activities, as defined by law and Accounting Procedures for Kentucky School Activity Funds, shall obtain and display the appropriate license and comply with all reporting and other requirements specified by law.³

PUPIL NOT COMPELLED

No student shall be compelled to participate in or meet any kind of quota in a fund-raising activity.¹ Students choosing not to participate in a fund-raiser shall not be excluded from benefitting from the fund-raiser or otherwise penalized in any way.⁴

CONDUCT OF ACTIVITIES

- It is the responsibility of any school-sponsored groups shall conduct fund-raising activities to benefit the entire group and shall not permit credit to be earned through fund-raising for an individual student in lieu of participation fees or related activity costs.
- Any support/booster organization wishing to be recognized by and/or affiliated with the District shall conduct fund-raising activities to benefit the entire group and shall not permit credit to be earned through fund-raising for an individual student. No dues, fees, or charges shall be assessed to students or parents.

REFERENCES:

¹[KRS 158.290](#)
²[KRS 367.515](#) (3)
³[KRS 238.505](#); [KRS 238.535](#); [KRS 238.540](#)
⁴Accounting Procedures for Kentucky School Activity Funds
[KRS 156.160](#); [KRS 158.854](#)
[OAG 78-508](#); [OAG 79-330](#); [OAG 79-556](#)

RELATED POLICY:

04.312

Adopted/Amended: 8/17/2020
Order #: VII C

Deleted: RESTRICTIONS (CONTINUED)
 <#>A group may petition the Superintendent for an additional fundraiser if extraordinary expenses for the current school year are going to be incurred, (e.g. uniforms, travel, equipment, etc.).
 <#>All fund raisers, whether school board or booster club sponsored, must follow each organization's written policies, procedures and by-laws.