

**School-Connected Organizations**

The Solano County Office of Education (SCOE) recognizes that parents/guardians and community members may wish to organize parent organizations and/or booster clubs for the purpose of supporting educational and extracurricular programs. SCOE appreciates the contributions made by such organizations and encourages their interest and participation in supporting its activities and helping to achieve its vision for student learning.

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, any school-connected organization that desires to raise money to benefit any district student shall submit a request for authorization to the Board, 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.

SCOE encourages school-connected organizations to consider the impact of fundraising activities on the overall school and program. School-connected organizations may consult with the principal to determine school needs and priorities. Activities by school-connected organizations shall not conflict with law, policies, administrative regulations, or any rules of the sponsoring school.

Persons proposing to establish a school-connected organization shall submit a request to the County Superintendent or designee for authorization to operate at the school. The request for authorization shall contain:

1. The name and purpose of the organization
2. The date of application
3. Bylaws, rules, and procedures under which the organization will operate, including procedures for maintaining the organization's finances, membership qualifications, if any, and an agreement that the group will not engage in unlawful discrimination
4. The names, addresses, and phone numbers of all officers
5. A list of specific objectives
6. An agreement to grant SCOE the right to audit the group's financial records at any time, either by SCOE personnel or a certified public accountant
7. The name of the bank where the organization's account will be located and the names of those authorized to withdraw funds
8. The signature of the principal of the supporting school
9. Planned use for any money remaining at the end of the year if the organization is not continued or authorized to continue in the future
10. An agreement to provide evidence of liability insurance as required by law

Requests for subsequent authorization shall be presented to the Superintendent or designee annually, along with a financial statement showing all income and expenditures from fundraisers.

Upon consent of the Superintendent or designee, school-connected organizations may use the school's name, school team's name, or any logo attributable to the school or SCOE.

School-connected organizations are prohibited from hiring or directly paying SCOE employees. Organizations may make donations to SCOE to cover the costs of additional employees, but only if

such positions are approved in advance by the Superintendent or designee. At their discretion, employees may volunteer to perform activities for school-connected organizations during non-working hours.

Legal Reference:

EDUCATION CODE

- 200-262.4 Prohibition of discrimination on the basis of sex
- 38130-38138 Civic Center Act, use of school property for public purposes
- 48931 Authorization for sale of food by student organization
- 48932 Authorization for fund-raising activities by student organization
- 49431 Sale of food to elementary students during the school day
- 49431.2 Sale of food to middle, junior, or high school students
- 49431.5 Sale of beverages at elementary, middle, or junior high schools
- 51520 Prohibited solicitation on school premises
- 51521 Fund-raising project

BUSINESS AND PROFESSIONS CODE

- 17510-17510.95 Solicitations for charitable purposes
- 25608 Alcohol on school property; use in connection with instruction

GOVERNMENT CODE

- 12580-12599.7 Fundraisers for Charitable Purposes Act

PENAL CODE

- 319-329 Lottery, raffle

CODE OF REGULATIONS, TITLE 5

- 4900-4965 Nondiscrimination in elementary and secondary education programs
- 15500 Food sales in elementary schools
- 15501 Food sales in high schools and junior high schools

CODE OF REGULATIONS, TITLE 11

- 300-312.1 Fundraising for charitable purposes

UNITED STATES CODE, TITLE 20

- 1681-1688 Discrimination based on sex or blindness, Title IX

COURT DECISIONS

- Serrano v. Priest, (1976) 18 Cal. 3d 728

Policy Cross-Reference:

- 0200 Goals for the School District
- 1111 Logo Use (Internal and External)
- 1260 Educational Foundation
- 1321 Solicitation of Funds from and by Students
- 1330 Use of School Facilities
- 3290 Gifts, Grants, and Bequests
- 3452 Student Activity Funds
- 3554 Other Food Sales
- 5030 Student Wellness
- 6020 Parent Involvement
- 6145 Extracurricular and Cocurricular Activities