

LIONSGATE ACADEMY

407 FUNDRAISING AND GRANTS

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I. PURPOSE

The purpose of this policy is to establish the parameters for fundraisers sponsored by Lionsgate Academy. This policy does not apply to third party organizations that may choose to fundraise for Lionsgate Academy, specific programs or activities.

II. GENERAL STATEMENT OF POLICY

- A. Lionsgate Academy is proud of the support that our community, parents and staff give to our students and schools through their generous contribution of time, talents, donations and efforts. Funds raised and time and talents donated enrich and empower learning - leading to academic support and success. Because students are required to attend school, and because Lionsgate Academy's primary purpose is the education of those students, it is essential that school and district fundraising activities be limited so as not to interfere with that primary purpose. It is essential that fundraising activities of Lionsgate Academy conform to this purpose, and to all federal and state laws governing the holding and use of funds raised. Potential donors should be assured that their generosity will be directed to the goals of Lionsgate Academy, or according to the restrictions set forth in the solicitation. The donors should be assured that fiscal responsibility is being demonstrated.
- B. The board of directors recognizes a desire and a need by Lionsgate Academy for fundraising. The board of directors also recognizes a need for some restraint to prevent fundraising activities from becoming too numerous and overly demanding on employees, students and the general public.
- C. Lionsgate Academy will actively pursue and accept grant awards and revenue-producing agreements and contracts that assist Lionsgate Academy in meeting the needs of its students, as well as assist Lionsgate Academy to meet its strategic goals and priorities.

III. FUNDRAISING RESPONSIBILITY

- A. It shall be the responsibility of the building administrators to develop recommendations to the executive director that will result in a level of activity deemed acceptable by employees, parents and students. Fundraising must be conducted in a manner that will not result in embarrassment on the part of individual students, employees, or the school.
- B. All fundraising activities must be approved in advance by the administration. Participation in non approved activities shall be considered a violation of Lionsgate Academy policy.

- C. It shall be the responsibility of the executive director to provide coordination of student fundraising throughout the district as deemed appropriate.
- D. The board of directors expects all students and employees who participate in approved fundraising activities to represent the school, the students and the community in a responsible manner. All rules pertaining to student conduct and student discipline extend to student fundraising activities.
- E. The school district expects all employees who plan, supervise, coordinate, or participate in fundraising activities to act in the best interests of the students and to represent the school, the student organization, and the community in a responsible manner.

IV. GRANTS

- A. Grant awards are designated for specific purposes and are usually accompanied with a statement of terms and conditions that guide the school on the use of these funds. In accepting the award, Lionsgate Academy honors its obligations and responsibilities to expend the grant funds in accordance with the stated purposes and conditions of the award.
- B. All grants must be reviewed by the executive director, or a designee, and the director of finance and operations prior to being submitted in accordance with procedure 407.4, Grant Procedures.
- C. In order to accept these funds, the grant award or revenue-producing agreement or contract must benefit Lionsgate Academy and be congruent with the following principles:
 - 1. Lionsgate Academy's mission, vision, core values and beliefs.
 - 2. Lionsgate Academy's goals that positively impact student performance.
 - 3. Lionsgate Academy's strategic plan.
 - 4. Equity in funding.
 - 5. Support and honor governance and decision-making procedures of the board of directors and administration.
 - 6. Receiving a value or benefit that is greater than the obligation under the grant award.
 - 7. Not carry any conditions that would divert efforts away from Lionsgate Academy's primary mission.
- D. Once Lionsgate Academy accepts the award or revenue-producing agency service agreement or contract, Lionsgate Academy will have the decision-making and signature authority to manage the award in accordance with the purposes and terms and conditions of the executed agreement.
- E. Attempts should be made by Lionsgate Academy to seek funding opportunities that do not require the district to use district funds to continue program activities once the grant source or categorical dollars have been discontinued.

V. ANNUAL REPORT

The executive director shall report to the charter school board, at least annually, on the nature and scope of student fundraising activities approved pursuant to this policy.

Legal References and Resources:

Minn. Stat. § 120A.20 (Age Limitations; Pupils)

Minn. Stat. § 124E.03 (Applicable Law)

Minn. Stat. § 123B.36 (Authorized Fees)

Cross References:

Lionsgate Academy 407.4 Grant Approval Procedure

Lionsgate Academy Policy 905 Student Discipline

Lionsgate Academy Policy 413 Student Activity Accounting