

CLARK COUNTY SCHOOL DISTRICT REGULATION

5132.2

SOLICITATION OF FUNDS (PUBLIC)

- I. In accordance with Clark County School District Policy 1223, any school-sponsored organization which wishes to raise funds through a means outside its own resources for any resources for any purpose by soliciting or selling to the public must make application to the principal of the school that sponsors the organization. If said soliciting or selling comes within the city limits of Las Vegas, an application for a solicitation permit must be secured. All applications for solicitation permits must first be submitted to the Director of Student Activities for approval. The Solicitations Review Board will not approve any request that has not been approved by the appropriate school personnel (advisor or organization, school principal, and Director of Student Activities). Applications must be submitted to the Review Board at least three weeks in advance of the activity.
- II. To solicit in Clark County (strip hotels) a letter of request must be submitted to the Sheriff of Clark County. The statement must include the amount to be raised, name of organization and purpose of solicitation. A copy of the request must be submitted to the Director of Student Activities.
- III. To solicit within the city limits of North Las Vegas, the advisor of the organization requesting permission to solicit must sign an affidavit at the North Las Vegas City Hall, License Division. The advisor should obtain two copies and provide one for the school files and one for the Director of Student Activities.
- IV. To solicit within the city limits of Henderson and Boulder City, the advisor must contact the city manager for permission.
- V. To solicit within the towns of Logandale, Overton, Bunkerville, Mesquite, Searchlight, Goodsprings, Blue Diamond and Indian Springs, the advisor must contact the Town Board for permission.
- VI. It will be the principal's responsibility to ensure that each student has the appropriate solicitation authorization and parent/guardian permission on file before soliciting for any public funds.
- VII. If the fund raising activity does not exceed \$500, automatic approval will be granted by the above governmental agencies. If the amount to be raised is in excess of \$500, the appropriate regional superintendent must review the application prior to the submission of the request to any government entity.

VIII. Sale of Public Advertising

- A. The sale of subscriptions or advertising to the public shall be limited to the following areas:
 - 1. Advertising sales for school newspapers and other periodic publications.
 - 2. Advertising sales for school annuals.
 - 3. Advertising sales for programs for athletic contests.
- B. All schools that wish to raise funds by the sale of advertising for one of these three specified areas must secure permission in the same manner outlined for solicitation of funds from each local governmental agency involved. Where no specific form or application for permission exists, a letter must be sent to the public official requesting permission for the sale of advertising for these areas and a copy maintained in the school files.

Review Responsibility: Instructional Division
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