

Local School Foundations and School-Based Fundraising

Purpose

The PPS Board of Education authorizes the incorporation of a tax-exempt organization under Section 501 of the Internal Revenue Service Code to accept, hold and administer philanthropic dollars for the benefit of the Portland Public Schools (“PPS”). This nonprofit organization (“PPS foundation”) will be responsible for the oversight and administration of local school foundations. Local School Foundations (“LSFs”) are parent-led fundraising groups focused on raising funds to fund school-based staff to address achievement gaps identified in each school’s improvement plans. LSFs are either “affiliated” with the PPS foundation or “independent,” operating as an independent tax-exempt organization to benefit individual PPS schools.

Scope

This policy will provide rules and standards for raising, accepting, administering, and utilizing funds raised by LSFs.

Policy Guidelines

Use of Funds

School-Based Staff

LSFs are only authorized to raise dollars to fund school-based staff that addresses achievement gaps identified in a school’s SCIP. Appropriate use of funds raised by LSFs will be determined by the school administration and approved by the principal supervisor.

LSFs may fund positions, not individuals. However, the expenditure for the positions funded by LSFs will be based on the actual salary and benefits of the staff in that position. There are no limits to the number of positions funded by LSFs.

PPS Parent Fund for High-Need Schools

Committed to the distribution of resources across high-need PPS schools, the PPS foundation overseeing LSFs will manage the “PPS Parent Fund,” a districtwide fund to provide high-need schools discretionary funds used to address achievement gaps that may be used for: professional development, targeted intervention for a focal set of students, FTE for academic support, and other initiatives that support improving student outcomes. School administration will provide a SCIP-supportive rationale for these expenditures with their supervisors.

Administration of LSFs

All affiliated and independent LSF-raised funds, over the first \$10,000 designated to fund school-based FTE, will be split equally with the PPS Parent Fund according to a 50 - 50 percent split.

Administration of School-Based Nonprofit Organizations

PPS understands other nonprofit organizations (*e.g.*, PTAs, Booster Clubs, Dual Language Immersion program foundations, Alumni Associations, etc.) exist to support local schools.

Funds not raised for FTE are not subject to a 50-50 split with the PPS Parent Fund; however, a voluntary contribution to the “PPS Parent Fund” is strongly encouraged. Donations to fund staff positions in PPS can only be made through affiliated or independent LSFs.

If any nonprofit organization (*e.g.*, PTAs, Booster Club, DLI program foundation, Alumni Association, etc.) raises money to pay for school-based staff, it can only do so through an affiliated or independent LSF. Organizations must provide clear information to potential donors on all the intended uses of funds raised. Any school-based non-profit contributing to staffing must do so through the LSF at their school. The minimum requirement for an active LSF is at least two volunteer leaders (chair and treasurer) identified. The two volunteer leaders may not also be the school’s current PTA officers.

Timing of LSF Contributions

LSFs must provide funding to cover the total cost of the staffing being funded and the corresponding contribution to the PPS Parent Fund by June 30, preceding the start of the subsequent school year.

Fundraising Activities by LSFs

Access and admission to school-wide fundraising activities hosted by LSFs shall be made available to all who express interest. No one can be turned away.

Donations to LSFs shall not benefit any donor for preferential treatment, such as a premium parking spot or locker, class or teacher preferences, etc.

