

# Oak Ridge Schools

## Office of the Superintendent



## Administrative Procedure 2.601.2

### Fundraising Requests

## **Fundraising Requests – Administrative Procedure**

All fundraising activities require prior approval of the Superintendent or Designee. The Executive Director of School Leadership shall be the Designee for all fundraising activities of the district.

A Fundraiser Authorization form must be completed 30 days prior to the fundraiser start date. All requests **must** be approved by the Executive Director of School Leadership before any fundraising activities begin.

Any questions should be directed to the Executive Director of School Leadership.

The Fundraiser Authorization Form and the SSO (Booster) Fundraising Form can be found on the Oak Ridge Schools website under School Leadership Resources.