

Promotion Guidelines for Fundraisers and Charitable Projects at Melissa Schools

From the 2017-18 Student Handbook: Student groups or classes and/or parent groups may be permitted to conduct fundraising drives for approved school purposes in accordance with administrative regulations. For further information, see policies CO, FJ, and GE.

Approval process

All fundraisers by parent and student groups must be approved by the campus principal and Duke Sparks, Community Outreach, at dsparks@melissaisd.org.

All charitable projects by teachers and student groups must be approved by the campus principal. Projects that are district-wide must also be approved by Duke Sparks.

Advertising/Promotion

Advertising and promotional collateral for approved fundraisers and charitable projects must be created by, or submitted for approval by, Maddie Coe, Community Relations, at maddiecoe@melissaisd.org.

This includes but is not limited to: flyers, banners, graphics, and submission forms; both in print and digital.

In the event that a fundraiser or charitable project merits social media promotion, the content must first be published on the district website and on the district social media accounts.