

Policy 1: Fundraiser

It shall be the policy of this organization to sponsor a minimum of one (1) major fundraiser per school year, provided that said fundraiser brings in all necessary funds to support the students and staff according to the policies listed below.

The primary type of fundraiser shall be determined by the end of the school year, with the actual fundraiser taking place at the beginning of the following school year. Subsequent fundraisers may follow. The money raised by the event(s) shall then be under the discretion of the FRCC to be used for the students of Fall River Elementary School.

Policy 2: Babysitting for FRCC Meetings

It shall be the policy of this organization, as long as we have school permission and are financially able, to provide babysitting for parents attending FRCC meetings.

1. If two babysitters they shall be paid \$15 each for FRCC meetings lasting up to 1½ hours; \$20 if more than 10 children are present. They shall be paid \$20 if the meeting is extended to 2 hours; \$25 if more than 10 children are present. If one babysitter he/she should be paid \$20 for meeting lasting up to 1½ hours; \$30 if meeting is extended to 2 hours. However, if more than 10 children, two babysitters should be present.
2. There will be up to two (2) babysitters.
3. The FRCC president or vice president or their appointed representative shall call the Community School Office to reserve the library and gymnasium for the FRCC meetings as soon as the dates are set, and shall also arrange for the babysitters.

Policy 3: Field Trips

It shall be the policy of this organization, as long as we are financially able, to donate funds to the school for student field trips. This money shall be given to the Fall River Elementary general budget/transportation account as each field trip is taken.

Policy 4: Assemblies

It shall be the policy of this organization, as long as it is financially able, to sponsor several assemblies per school year.

1. The school assembly committee will decide on specific assemblies and shall provide the appropriate money requests form to the FRCC.
2. The total cost of all assemblies shall not exceed \$2,000, unless voted upon at the general meeting of the FRCC.

Policy 5: School Spirit Events

It shall be the policy of this organization, as long as it is financially able, to sponsor several school wide spirit events per year. These are examples of possible activities. We are not limited to only these:

1. **Carnival:** Date to be determined by FRCC.
2. **Annual Ice Cream Social:** This may be in conjunction with the Special Nights.
3. **Year Book:** Cover any cost in producing the yearbook, with the expectation of those funds being refunded to FRCC through sale of the yearbook.
4. **Student Directory:** Cover any cost of producing the student directory.

Have The Courage to Be Outstanding

Policy 6: Yearly Classroom Support

- A. It shall be the policy of this organization, as long as it is financially able, to provide the following classroom support:
 1. Weekly publications for every student. Grade appropriate publications will be chosen by the staff. The cost will be shared 50/50 with Fall River Elementary.
 2. Take home folders for every student. These folders will be purchased in the spring to be available to teachers at the start of the following school year.
 3. Funding for the “Handwriting Without Tears” program. These materials/workbooks will be provided for grades K – 3. Approximate cost for the program is \$5 per student. FRCC sponsorship of “Handwriting Without Tears” will cease if/when the SVVSD assumes funding for this program.
 4. Summer Reading Program. FRCC will contribute up to \$700 annually to this program.
- B. In addition to the above school wide support, it shall be the policy of this organization, as long as it is financially able, to provide classroom support to each grade level by providing funds not to exceed \$400 for a grade specific program. The FRCC executive board must approve additional funds. Below are suggestions for each grade level. These suggestions may be amended by a majority vote of the teachers of that particular grade level. The field trips listed below do not count against the field trips provided for in Policy 3.
 1. Kindergarten Field Day
 2. 1st grade Donuts for Dad / Muffins for Moms
 3. 2nd grade Reading Incentives
 4. 3rd grade Fiske Planetarium
 5. 4th grade Colorado History Workbooks
 6. 5th grade Eco-Cycle Field Trip

Policy 7: Book Room Upkeep

It shall be the policy of this organization, as long as it is financially able, to provide up to \$600 per school year to be used in the upkeep (including but not limited to general supplies, replacement of materials, and purchase of new materials) of the book room at Fall River Elementary. Distribution of funds to be approved by the Fall River Literacy Coordinator.

Policy 8: Field Day

It shall be the policy of this organization, as long as it is financially able, to provide funds for the school wide field day. This will include a school T-shirt to be given to every 5th grade student at Fall River Elementary.

Policy 9: Teacher/Staff Appreciation

It shall be the policy of this organization, as long as it is financially able, to provide monetary assistance to the committee for teacher/staff appreciation events. Examples of these events are staff dinners during parent - teacher conferences or end of the year gifts for staff members. Any assistance would be provided after all other funding for these events is exhausted. (For example parent donations of food for conference meals.)

Policy 10: Awards

It shall be the policy of this organization, as long as it is financially able, to provide Fall River Elementary with monetary assistance towards the purchase of awards to be given to students. These awards will be determined by the staff of Fall River Elementary. The cost shall not exceed \$1,500, unless voted upon at the general meeting of the FRCC.

Policy 11: Teacher Grants

It shall be the policy of this organization, as long as it is financially able, to provide teacher grants in the following manner:

1. A lump sum will be given to each grade level following the fundraiser in the fall based on the number of certified teachers at that grade level. All certified teachers of “specials” (music, art, P.E., etc.) will receive the per teacher amount for use in their field.
2. The FRCC board will determine the amount per teacher based on the results of the annual fundraiser.
3. Teachers may use this grant to purchase item(s) directly related to the education of their students. For example, extra workbooks, educational videos, hands on learning tools. All teachers within a particular grade level must agree on purchases.
4. All items purchased with these grants become property of Fall River Elementary and will be labeled with a “Donated by FRCC” label and inventoried.
5. All requests for these grants must be placed with the treasurer no later than March 31st of the current school year and all checks from these grants MUST be cashed no later than April 30th of the current school year.

Teacher’s grants can be requested in the following manner:

1. The FRCC treasurer will notify all teachers as to the amount they will be given.
2. Teachers must decide what they wish to purchase.
3. A grant request must be submitted to the treasurer listing what is to be purchased and containing all the teachers’ signatures. One teacher will be designated as the group contact for the grant.
4. When the grant request is approved by the FRCC Executive Board the purchase may be made in one of the following three ways:
 - a. Teacher(s) order items and have the bill sent to Fall River Communications Council, ATTN: Treasurer, 1400 Deerwood Dr., Longmont, CO 80504.
 - b. Teacher(s) purchase items with personal funds and turn in receipt(s) to treasurer for reimbursement.
 - c. Teacher(s) determine exact amount (including any shipping) and to whom payment needs to be made and contact treasurer for check to be sent with order.

Policy 12: Yearly Carry-Over

It shall be the policy of this organization that FRCC will carry over an amount no less than \$2,000 and not to exceed \$5,000 to be used for start cost for the following school year.

Policy 13: Capital Project(s)

The funds raised from the yearly fundraiser are to be applied towards the policy items listed above, after which any remaining funds may be applied toward the capital project(s.)

Policy 14: Remaining Funds

Any funds remaining after all monies from the fundraiser are collected and the above policy items are accounted for will be distributed at the discretion of the FRCC Executive Board on a per school year basis. All decisions of the FRCC Executive Board must be approved by a majority vote at the general meeting for the FRCC before any funds are distributed.

Policy 15: Annual Review

These policies shall be reviewed no later than October Meeting and approved in the November meeting of every school year. Any necessary amendments shall be brought before the general FRCC meeting for a vote no later than the November meeting.

Policy 16: Celebrations and Condolences

It shall be the policy of this organization, as long as it is financially able, to provide the following gifts:

1. A \$25 gift card shall be given to any current staff member for the following events:
 - a. Marriage of the staff member.
 - b. Birth of a child/Adoption.
 - c. Retirement.
2. Upon the death of a staff member or current student, the FRCC shall provide a tree to be placed on the school grounds with a plaque honoring said staff member or student.
3. Upon the death of an immediate family member of a staff member or current student, the FRCC shall provide funds, not to exceed \$25, to purchase a book for the library. This book shall be chosen by the staff member or current student when they are ready and shall include a "Donated In Honor of..." label.