

**IKF-R School Stores**

8/12/15

**RATIONALE/OBJECTIVE:**

Cobb County School District (District) permits school stores to provide students a variety of valuable business experiences as well as a service to the school community. The District also permits the school store to be an approved fund raising activity.

**RULE:****A. APPROVAL:****1. Sponsor:**

School stores (stores) may be operated (see Administrative Rule JHA-R [Student Activities Fund Raising]):

- a. As an extension of the instructional program under the provisions of this Rule; or
- b. By the school or a school support organization as a service for students, parents/guardians, and staff.

2. Whether sponsored by the school or a school support organization, the operation of a store must be approved by the Principal.

**B. INSTRUCTIONAL CONNECTION:**

The operation of school sponsored stores in the District should be as an extension of or supplement to instructional programs.

**C. OPERATIONAL PROCEDURES:****1. School Sponsored Stores:**

Whether sponsored by an instructional program, school club, or the school itself, school sponsored stores should:

**a. Comply with:**

- (1) Guidelines and procedures prescribed by the instructional program of which the store is a part;
- (2) Applicable Financial Services Division guidelines and procedures regarding the collection and accounting of school store money;
- (3) Administrative Rule EEE-R (Wellness Program); and
- (4) Administrative Rule JHA-R (Student Activities Fund Raising).

- b. Return all profits to the sponsoring instructional program, if applicable, to continue its operations and enrichment as an instructional business program.

**2. School Support Organization Sponsored Stores:**

Stores sponsored by school support organizations should comply with:

- a. Board Policy and District Administrative Rules including but not limited to the following:
  - Administrative Rule EEE-R (Wellness Program);
  - Administrative Rule JHA-R (Student Activities Fund Raising)];
  - Administrative Rule LEC-R (Booster Organizations);
- b. Collection and accounting of school store money must be handled through the school support organization's financial records.
- c. All applicable laws and regulations, including trademark and other intellectual property laws.

**D. LIMITATIONS:**

The following regulations shall be observed with regard to the operation of stores:

1. The sale or distribution of edible items or any other merchandise through stores which shall constitute a conflict with the federally supported school food service programs of the District is prohibited (Administrative Rule EEE-R [Wellness Program]);
2. Principals shall have full authority to regulate items distributed through stores in order to ensure their consistency with effective school operations.

Adopted: 8/9/78

Revised: 4/28/83; 8/8/84; 7/28/94; 2/1/02

Reclassified an Administrative Rule: 9/1/04

Revised: 3/10/10

Revised and re-coded:9/27/12 (Previously coded as Administrative Rule IMI)

Revised: 8/12/15