

FUNDRAISING ACTIVITIES IN SCHOOL

Background

The Division strives to have the costs of school programs covered through the budget allocation process. However, schools may engage in activities that benefit students but fall outside the normal realm of program funding. In these instances the Division recognizes that schools may engage in fundraising activities.

Procedures

1. The Principal, in consultation with the School Community Council, staff and if appropriate student leaders, shall develop procedures to guide fundraising activities in a school.
2. Fundraising projects shall be conducted in accordance with municipal and provincial regulations.
3. When a community has more than one school, those schools are to cooperate in developing a scope and sequence of fundraising activities they propose to conduct.
4. Before undertaking any fundraising activity, the school is to be sensitive to the community, its businesses and its residents.
5. Fundraising projects are not to detract from instructional time.
6. Proposed fundraising activities will be reviewed by the School Community Council.
7. Final approval for fundraising activities in a school rests with the Principal.
8. Monies generated by a school's fundraising projects are subject to the recording, accounting and auditing process noted in Administrative Procedure 512 – Financial Accountability for School Generated Funds.

Reference: Sections 85, 87, 140.5, 175 Education Act
The School Division Administration Regulations 45, 48

Approved: November 28, 2018