

<b>School Fundraising Activities</b>	
<b>Adopted:</b> September 27, 1983	<b>Last Reviewed/Revised:</b> June 21, 2016
<b>Next Scheduled Review:</b>	
<b>Associated Policies &amp; Procedures:</b> <a href="#">VI-59 School Fundraising Activities</a>	

## Purpose

To provide direction to all board employees regarding fundraising practices.

## Application and Scope

This policy applies to all members of the school community and to all trustees and employees of the Board.

## Definitions

**School Fundraising:** School fundraising is any activity, permitted under this policy, to raise money or other resources, that is approved by the school principal, in consultation with, and upon the advice of the Catholic School Council, and/or a school fundraising organization operating in the name of the school, and for which the school provides the administrative processes for collection. Such activities may take place on or off school property.

**Board Fundraising:** Board fundraising is any activity, permitted under this policy, to raise money or other resources, that is approved by the director, in consultation with, and upon the advice of senior staff and trustees, for Halton Catholic Children’s Education Foundation.

**School Community:** The school community refers to students, parents, guardians, school councils, trustees, school administrators, staff, members of the broader community and partners, as well as others, who support the local school and student achievement.

**School Generated Funds:** School generated funds are funds that are raised and collected in the school or broader community in the name of the school by Catholic School Councils or other school or parent administered groups. These funds are administered by the school principal, and are raised or collected from sources other than the school board’s operating and capital budgets.

School generated funds is a broad category which includes not only fundraising for school purposes, but also all funds that are collected and paid out through school accounts to support a variety of programs, such as payments to external charities or other third parties.

## Principles

- The Halton Catholic District School Board (HCDSB) endorses the teaching of values inherent in raising funds for the needs of those less fortunate while maintaining the privacy and dignity of all involved in fundraising initiatives.
- The HCDSB endorses the guiding principles of partnership, cooperation, consultation, transparency and accountability in the enactment of this policy.
- Like all activities that support education, fundraising should reflect the values and expectations of the school community, including those of parents, students, staff, and school board trustees.
- The HCDSB recognizes that fundraising has a designated purpose and that the proceeds be used for the intended purpose.
- The HCDSB recognizes that parents and communities may voluntarily choose to support their schools through fundraising activities.
- The HCDSB recognizes that fundraising has the potential to enhance parent engagement and contribute to a student's educational experience.
- All school fundraising activities are conducted under the guidance of the school principal, in accordance with school board policies and with advice and input from the school community.
- Funds raised through fundraising activities should not be used to replace public funding for education; and should not be used to support items funded through provincial grants.
- The safety of students is a primary consideration in all fundraising activities.

## Requirements

The Board will maintain consistent fundraising practices by requiring compliance with the practices established in the Fundraising Administrative Procedures V-59.

The Fundraising Administrative Procedure, approved in Administrative Council, will be maintained by the Secretary of the Board.

All Board staff and trustees will ensure that any fundraising activities are in compliance with the Fundraising Administrative Procedures.

The Fundraising Administrative Procedures will be compliant with the Fundraising Guideline as published by the Ministry of Education on May 4<sup>th</sup>, 2012.



**Policy No. V-04** | School Fundraising Activities

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APPROVED: Regular Meeting of the Board

AUTHORIZED BY: \_\_\_\_\_  
*Chair of the Board*