



Policy: School Fundraising

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1.0. Policy Statement

- 1.1. The Superior North Catholic School Board acknowledges the participation of school communities to generate funds that support the learning of students, the dignity of the human person, and Catholic Social Teachings.
- 1.2. Fundraising must be limited and give priority for supporting the individual needs of the local school community, the greater community or agreed upon global initiatives as agreed upon by the senior team.

2.0. Purpose

- 2.1. The purpose of this policy is to outline the parameters within which school communities will generate funds to support learning, charities and world missions in accordance with our Catholic values. The primary goal of the Superior Catholic District School Board is to educate

students and thus fundraising must be aligned and limited to the goals of the Board.

3.0. Definitions

3.1. Fundraising

Fundraising is any activity, permitted under a school board's policy, to raise money or other resources, that is approved by the school principal, in consultation with, and upon the advice of the 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.

3.2. 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 school councils. These funds are administered by the school principal, and are raised or collected from sources other than the school board's operating and capital. 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 charities or other third parties (e.g. tour operators, and hot lunch programs).

3.3. 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

4.0. Consistency with Values and Mission

- 4.1. The Superior North Catholic District School Board believes that schools should be a place that promote Catholic-based spiritual development and student success. The vision of the Board is to continue to be a spiritual community of learners who celebrate diversity and bear witness to Catholic values.
- 4.2. Each school in the Superior North Catholic District School Board may raise funds for student events, school and school councils and charitable purposes. Fundraising activities should be consistent with the purposes and principles of publicly funded Catholic Education and should not be used to replace public funding for education. In addition, the purposes for which funds raised are to be consistent with the Board's mission and values and support activities that are unique to the denominational or cultural character of the school.

- 4.3.** In as much as students, employees and parents of the Board are involved in fundraising activities the Board has a legal and moral obligation to ensure that these funds are properly handled in accordance with good accounting practices. It is expected that the Principal will authorize all fundraising events, with advice and input from the school community. The Principal will also co-sign all revenue and expenses related to the event. Fundraising activities should be transparent and accountable.
- 4.4.** When a fundraising event requires an agreement with a third party, the agreement requires the authorization of the Principal of the school before that school may enter into the agreement. Any agreement extending beyond one year must also be approved by the Director of Education or designate.
- 4.5.** School children acting as collection agents will be doing so only with the written approval of their parents or guardians. Other guiding principles are that fundraising must be voluntary, for staff and students, and consider the safety of students.
- 4.6.** The Manager of Finance shall make recommendations and is responsible regarding the financial control of school funds. Such recommendations shall be consistent with good accounting practices.

References

- Fundraising Legislation from Ministry of Education
<http://www.edu.gov.on.ca/eng/parents/funding/index.html>
- Parent Council Guiding for Fundraising
<http://www.edu.gov.on.ca/eng/parents/Fund2012Guideline.pdf>

Approval and Review Dates

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