

FUNDRAISING PROJECTS IN SCHOOLS

Background

The cost of offering school programs shall be borne by budget allocations. However, the value of schools carrying out additional activities and projects, which require expenditures, is recognized.

Procedures

1. All projects to raise money for the school must be authorized by the principal in consultation with the School Community Council.
 - 1.1 The principal, in consultation with staff and the Council shall develop procedures for the approval of fund raising projects.
 - 1.2 The principal shall submit the approved list to the Chief Financial Officer or designate along with a copy of approved minutes of the SCC acknowledging the approval of the fundraising projects. The completed list shall be completed and forwarded by December 15th of the current year for activities occurring during that school year. (Form 520-1).
 - 1.3 The principal shall submit an amended approved list for un-planned one time fundraising activities that come up during the year by September 30th for the previous school year.
2. Fund-raising projects must not detract from the school instructional program.
3. Fund-raising projects are subject to appropriate accounting and auditing procedures.

Reference: Section 85, 87, 109, 110, 175 Education Act

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