

DUFFERIN-PEEL CATHOLIC DISTRICT SCHOOL BOARD
BOARD POLICY

Board Policy Number:	4.20
Subject:	Fundraising
Effective Date:	Revised (511) October 18, 1994; Revised (074) January 25, 2011; Revised (164) August 28, 2012

Reference: *General Administrative Procedure (GAP) 538.00, Fundraising; GAP 547.00, School Food and Beverage; GAP 514.02, Anaphylactic Reactions – Epi-Pen Use; Policy 1.01, Code of Ethics; Policy 5.30, Supply Chain Management*

Supporting charity and social justice is a constitutive element of the Dufferin-Peel Catholic District School Board. The Board may allow fundraising initiatives for charitable and social justice purposes as well as supporting local school needs. Charitable fundraising initiatives are activities to raise money or collect goods for local or global needs as identified by the Board and/or the School. All fundraising initiatives must adhere to the moral teachings of the Catholic Church as communicated through the local Ordinary (Archbishop of Toronto) and shall reflect the mission, values and system direction principles of the Board.

Definitions

"Fundraising Activities" are those activities for raising funds or other resources for school or charitable purposes which are devised and organized by the school community.

"School-generated funds" are funds that are raised and collected in the school or broader community in the name of the school. 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 charities or other third parties.

"School community" refers to students, parents, guardians, trustees, school administrators and staff, members of the broader community and partners, as well as others who support the local school and student achievement, as represented by the School Council.

All fundraising activities shall have a designated purpose and timeline. Fundraising activities, to support school related needs, shall be permitted according to this policy and regulated as per General Administrative Procedure (GAP) 538.00.

These activities must support the moral teachings of the Catholic Church and shall reflect the mission, values and system direction principles of the Board, and must also comply with current legislation and ministry policies and/or guidelines, which include a component encompassing consultation, transparency and accountability with the school community.

Fundraising proceeds shall not be used to replace public funding for education and shall not be used for items funded through provincial grants including, but not limited to, classroom learning materials, textbooks, and repairs or capital projects that increase the student capacity of a school (e.g., classrooms, labs) or significantly increase the operating or capital costs of the Board or school. For examples of acceptable and non-acceptable uses of fundraising proceeds refer to GAP 538.00.

The following items must be adhered to when undertaking any fundraising activity:

1. All fundraising activities must be complementary to, and not a replacement for, funding for public education, and all capital projects must receive prior approval as prescribed by GAP 538.00;
2. There must be no additional cost to the Board as a result of any fundraising activities;
3. A reasonable balance should exist between fundraising efforts which benefit the school community and those which constitute charitable or social justice outreach;
4. All school fundraising activities shall be carried out under the jurisdiction and supervision of the Principal and in consultation with the school community as represented by the School Council;
5. The safety of children shall receive prime consideration during all fundraising initiatives;
6. Participation in fundraising activities shall be voluntary for staff and students. All students under the age of 18 shall participate in fundraising activities only with the consent of their parent/guardian;
7. Under the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)* and the *Personal Health Information Protection Act (PHIPA)*, no personal information of staff, students or other individuals shall be collected, used or disclosed for the purposes of fundraising activities, without express consent.
8. Financial reporting and accountability procedures must be adhered to as per GAP 538.00 and GAP 704.02.