

North East School Division - Administrative Procedure



AP 421

Fundraising activities in the school

References:**Related:**

AP 201 Establishment and Maintenance of an SCC
AP 417 Student Fees

Tracking:

Adopted - Nov 2011
Revised - Aug 2023

Status:

Approved – Jan 9, 2023

FUNDRAISING ACTIVITIES in the SCHOOL

The school division strives to have school program costs 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 school division recognizes that schools may engage in fundraising activities.

PROCEDURES

1. The principal, in consultation with staff and student leaders (if appropriate), shall determine if there is a school-based need for fundraising.
2. Final approval for fundraising activities rests with the principal.
3. Proposed fundraising activities will be reviewed by the school community council to ensure the impact on the community is taken into consideration.
4. When a community has more than one school, those schools are to cooperate in developing a scope and sequence of fundraising activities.
5. Fundraising projects shall not detract from instructional time.
6. Monies generated by a school's fundraising projects are subject to the recording, accounting, and auditing process and procedures of the school division.