

## Administrative Procedure 3010

### *Fund-Raising, Sponsorships, Donations*

#### 1. **Introduction**

The Board of Education recognizes the benefits that can accrue to students, programs, services, charitable and humanitarian causes and community service goals through various forms of fund-raising, sponsorship/partnership activities and arrangements, and gifts and donations.

Funds provided through these methods should provide support for scholarships/bursaries, extra-curricular activities, playground equipment, student activities, field trips and student travel and transportation. It is recognized that public monies allocated through the school district are the primary source of funding for instructional equipment, teaching supplies and learning resources. Sponsorship/partnership arrangements and donations are not to replace such funding and are intended to enhance, augment or supplement (usually for a specific program or issue).

#### 2. **Equity**

The board is committed to the principle of reasonable equity of service and programs throughout the school district and expects that sponsorships/partnerships or donations will not create extreme discrepancies, or increase extreme discrepancies, that may exist. The board does not involve itself directly with gaming and it may exercise its authority to refuse to accept donations.

The Board also believes in equity among school districts and believes any provincial or regionally based activity regarding sponsorships/partnerships or donations should reflect this principle.

#### 3. **Access - Recognition**

Access to students is largely documented through 6005, *Access to Students*. Recognition of sponsors, partners, or donors shall be discreet, with an emphasis on the activity and/or benefit and less emphasis on the promotion of the sponsor, partner or donor.

Recognition of commercial sponsors and/or partners shall not be included in general instruction or in classrooms during regular instructional time, and is limited to 'public' areas of the school and school publications.

4. **Accounting and Finance**

Fund-raising through donations, sponsorships/partnerships or through specific fund raising activities requires the same financial safeguards and accounting procedures normally expected for public funds. Schools are required to comply with the attached regulation. Where other organizations, with which the district has regular and ongoing contact, do not have appropriate accounting procedures in place, any normal school and/or district assistance may be terminated.

5. **Conflict of Interest**

All school and joint fund-raising activities are subject to 3060, *Conflict of Interest*. Where other organizations, with which the district has regular and ongoing contact, have made a fund-raising decision that is contrary to the intent of the Board's Conflict of Interest policy any normal school and/or district assistance to the project will not be permitted.