

# **SCHOOL DISTRICT No. 69 (QUALICUM)**

## **ADMINISTRATIVE PROCEDURE**

### **FUNDRAISING IN SCHOOLS**

Page 1 of 1

The Board of Education understands that schools often require additional funds that are not provided by the Board or Ministry of Education and, further, the Board of Education recognizes the educational and humanitarian values of fundraising in and by schools and their Parent Advisory Councils (PACs).

The Board of Education believes that fundraising is most acceptable when it provides a service or a product in the community.

1. Any school club, group or organization, including PACs, must request and receive permission from the principal to engage in a fund-raising activity.
2. All funds raised by school clubs, groups or organizations shall be administered according to district standard accounting practices, and recorded in school accounts that are under the control of the principal.
3. All funds raised by Parent Advisory Committees shall remain the responsibility of PACs until donated to the school, at which time they shall be recorded in school accounts that are under the control of the principal.
4. Schools should be sensitive to community reaction regarding fund-raising and thereby keep the number of activities to a minimum.
5. Principals will advise parents as to the purposes of all fund-raising activities sponsored by the schools and ensure that these funds are expended in accordance with the purposes stated.