



ALGONQUIN AND LAKESHORE CATHOLIC DISTRICT SCHOOL BOARD

ADMINISTRATIVE PROCEDURES

ETHICAL FUNDRAISING AND CHARITABLE ACTIVITIES IN SCHOOLS (Policy Statement: Ethical Fundraising and Charitable Activities in Schools)

Purpose

The purpose of this procedure is to guide schools and groups associated with schools that engage in fundraising and charitable activities to ensure both the ethical generation and administration of funds as well as the ethical nature of any associated activities.

References

DOCAT: What to do? (2016)
Fair Labour Practices 2015-01-6
Healthy School Nutrition, 2011-04-6
Administration of School Generated Funds; B-2007
Compendium of the Social Doctrine of the Church, CCCB, 2005
Compendium of Social Doctrine of the Church (Pontifical Council for Justice and Peace, 2005)
ALCDSB Policy - Student Involvement in Social Issues Activities 2004-02-2
Henri Nouwen, The Spirituality of Fundraising, (2004)
The Education Act and Regulations
Ontario Regulation 612/00 School Council Regulation
School Resource for Ethical Fundraising, Committee for Social Justice, ALCDSB

Procedures

1. Definitions

1.1 CHARITABLE CAMPAIGN:

- activity with the objective of raising money/material(s)/food and awareness on behalf of a charitable organization (e.g. Holy Childhood Association, Canadian Catholic Organization for Development and Peace, Canadian Cancer Society, Easter Seal Campaign) and/or in response to an immediate local, national or international need (e.g. natural disaster, famine).

1.2 SCHOOL CAMPAIGN:

- activity with the objective to raise money for school activities or resources (e.g. field trips, graduation, sports equipment, etc.)

- 2.0 SCHOOL PLAN:
- 2.1 School administrators will ensure that students, parents, staff and school communities engaged in fundraising and charitable activities identify and understand ethical issues related to such activities and the use of any resources generated through such actions and made available to organizations, groups or individuals.
- 2.2 Principals will collaborate with students, staff, parents and the school community to identify and communicate criteria to determine the types of fundraising and charitable activities that are permissible. The criteria must reflect the mission and vision of the board and the school, the social teachings of the Catholic Church and be in keeping with the pillars of Discipleship, Stewardship and Scholarship as outlined in the Board Strategic Plan.
- 2.3 Each school will develop an Annual School Plan for Fundraising and Charitable Activities that balances such activities and timelines to address internal and external needs. (See Appendix A)
- Consideration must be given to:
- the number and frequency of fundraisers and charitable activities;
 - the age of the children who are involved;
 - the health, safety and well-being of the students (e.g. supervision of door to door canvassing, products that may impact students who experience anaphylaxis);
 - the economic condition of the community;
- 2.4 Where sale of goods is involved, the school community will ensure that the products:
- are manufactured in a manner consistent with the spirit of the Fair Labour Practices Policy;
 - support efforts to encourage students to engage in healthy eating and lifestyle habits;
 - have a positive impact on the image of the school and the board.
- 2.5 Where funds are raised or actions are taken on behalf of organizations, groups, or individuals, schools must be diligent in ensuring that the activities of the organization are consistent with the teachings of the Church and with Catholic moral principles. Areas of particular concern include the dignity of all persons, the common good, human rights and responsibilities, social justice, stewardship for creation, embryonic stem cell research, cloning and some forms of gene manipulation,. Groups engaged in such activities should consult the information and guidelines available on the website of the Board's Social Justice Committee at www.alcdsb.on.ca/social_justice (see *School Resource for Ethical Fundraising*).
- 2.6 At least one fundraising campaign must be for charitable purposes.
- 2.7 Principals will share the Annual School Plan for Fundraising and Charitable Activities with the Catholic School Council, student council in secondary schools and the superintendent responsible for the school prior to the end of October and the final version by June 15 each year.

It is understood that spontaneous, unplanned fundraising or charitable projects may occur at given times during the school year (e.g. disaster relief, specific grade/divisional projects).

Appendices

Forms

Form A: Annual School Plan for Fundraising and charitable Activities for 20__ - 20__

Approved: October 27, 2009

Revised: June 20, 2017