

Policy Adopted: February 2016
Revision Date: June 2026
Responsibility: Superintendent of Business Services and Treasurer

1. Objective

The Halton District School Board ("HDSB") recognizes that funding for public education is the responsibility of the Ministry of Education, but that school community members may raise additional funds to support school initiatives and enhance students' experience. Such funds may be used to complement rather than replace public funding or education.

2. Policy Statement

As described in this policy and accompanying Administrative Procedures, fundraising activities must comply with statutory and Ministry of Education requirements, Ministry and Board policies and procedures, the HDSB's Multi-Year Strategic Plan.

3. Scope

This policy and accompanying procedures apply to all staff, school council members, volunteers and students involved in fundraising activities for school purposes or for funds collected and paid out through school accounts to support various programs and charities. This policy and accompanying administrative procedures do not apply to Ontario Federation of Home and School Associations (OFHSA) fundraising activities.

4. Guiding Principles

4.1 All school fundraising should consider the principles of public education and the values and commitments reflected in the HDSB Multi-Year Strategic Plan.

4.2 Fundraising activities should reflect the expectations of the school community, including those of parents, students, staff and school board trustees.

4.3 Fundraising activities should support student learning and engagement, and enhance parent/school community engagement.

4.4 Participation in fundraising activities is voluntary. Funds raised for school purposes are to complement and not replace public education funding.

4.5 The school principal guides fundraising activities in accordance with HDSB policies and administrative procedures, and with input from the school community. Fundraising should have a designated purpose, be clearly communicated to the school community and the proceeds should be used as intended.

4.6 All fundraising activities should ensure student safety at all times where students are supervised and activities are age appropriate. All fundraising activities are conducted in accordance with applicable policies and procedures established by the board.

4.7 Recognizing that schools' fundraising capacity varies, HDSB will provide a mechanism for schools with greater capacity to voluntarily support schools with less capacity.

5. Definitions

The Ministry of Education's School Fundraising Guideline provides the following definition of Fundraising:

"Fundraising is any activity, permitted under a school board's policy, to raise money or other resources, that is approved by the school principal, in consultation with, and upon the advice of the school council, and/or a school fundraising organization operating in the name of the school, and for which the school provides the administrative processes for collection. Such activities may take place on or off school property."

School Community

The school community refers to students, parents, guardians, school councils, trustees, school administrators, staff, members of the broader community and partners, as well as others, who support the local school and student achievement.

School Generated Funds

School generated funds are funds that are raised and collected in the school or broader community in the name of the school by school councils or other school or parent administered groups. 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 through school accounts to support a variety of programs such as payments to charities or other third parties (e.g. tour operators, and hot lunches).

Related Board Policies and Governance Procedures

Code of Ethics
Community Based Facilities Enhancements
Community Planning and Partnership
Fundraising
Third Party Agreements

Related Board Administrative Procedures

Code of Ethics
Community Funding of Facility Enhancements
Donations and Charitable Receipts
Healthy Food for Healthy Schools
Procurement
School Fundraising
School Generated Funds
Third Party Agreements

Related Legislation and Industry Documents

Ministry of Education School Fundraising Guideline,
Education Act, RSO 1990 c E.2 Part IX
 O. Reg. 298 "Operation of Schools – General", Sections 24 and 25
 O. Reg. 612/00 "School Councils and Parent Involvement Committees", Sections 19-24
 O. Reg. 200/08 "Trans Fat Standard".
Broader Public Sector Accountability Act, SO 2010 c 25, Parts IV.1 and V
Municipal Freedom of Information and Protection of Privacy Act
Gaming Control Act, S.O. 1992 c. 24;
Ontario Reg. 78/12, Part I;
Income Tax Act RSC 1985, c 1 (5th Supp)

Policy Due for Review: June 2030

Revision History

- June 2026: Comprehensive review (updated guidelines section and template)
- 2023
- 2016