INTENDED PURPOSE:
The Halton District School Board
- has an objective to create the opportunity for the highest quality education possible for all students in Halton,
- recognizes that the Board’s beliefs, goals for students, school fundraising and other related Board policies strive for equal opportunity for students and staff,
- acknowledges community-based standards, the advisory role of school councils in educational decision-making and focus on the Board’s educational activities,
- expects that partnerships, sponsorships and donations will be beneficial to the education of students and will not compromise or exploit students or staff,
- appreciates that the Board has a responsibility to address equity of student opportunity and acknowledges that communities have different needs, values and access to potential resources and opportunity for corporate involvement,
- acknowledge existing or long-standing agreements with students, schools and the Board,
- recognizes the need to protect students, staff, schools and the Board in any partnership or sponsorship agreement,
- values school-based decision-making and initiatives, the involvement of school councils, as well as public awareness in order to ensure educational benefits to students and staff are the prime focus,
- recognizes that partnerships, sponsorships and donations may mutually benefit education, the community and business and provide opportunities for increased community participation in the education process.

PROCEDURE
The Halton District School Board
1. will seek partnerships, sponsorships and donations with and from persons, groups, communities and business entities and organizations which will benefit the Board’s educational objectives, are consistent with the goals of the Halton District School Board and will not compromise or exploit students or staff.

2. defines partnerships, sponsorships and donations:
   Partnership – A mutually beneficial and long-term relationship based on similar ethical and philosophical goals. The partnership is essentially a cooperative exchange of human, intellectual or material resources which is formally acknowledged.

   Sponsorship – A formal and clearly defined monetary relationship that is established for a specific program or service. This relationship is essentially an agreement that is written, time specific and consistent with the goals of the Halton Board of Education.

   It may also include the exchange of goods and/or services where there is a price reduction in return for advertising or other benefits.
**Donation** – A gift that involves money, materials or services and whose tangible benefit to the donor is in the acknowledgement of a charitable donation by the Halton Board of Education and/or a letter of thanks.

3. will seek to create partnerships, sponsorships and donations through its administration, staff, school councils and voluntary parties that strive to balance educational opportunities for students.

4. will require Board approval for Board-wide partnerships/sponsorships/donations and/or Board-wide exclusive agreements. School council input will be requested by the Board in such areas.

5. authorizes student councils, principals, school councils and administration to initiate and undertake partnerships, sponsorships and donations within the parameters as identified in the following Approval Process and Limitations chart:

<table>
<thead>
<tr>
<th>Student Organization/Advice of Principal</th>
<th>Principal/Advice of School Council</th>
<th>Senior Administration</th>
<th>Board</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Organization up to $1,000</td>
<td>--</td>
<td>--</td>
<td></td>
</tr>
<tr>
<td>School up to $50,000</td>
<td>--</td>
<td>* up to $100,000</td>
<td>over $100,000</td>
</tr>
<tr>
<td>School Groupings</td>
<td>--</td>
<td>*principals with advice of school council must agree</td>
<td>over $100,000</td>
</tr>
<tr>
<td>Time up to 1 year term</td>
<td>up to 5 year term</td>
<td>up to 5 year term</td>
<td>over 5 years</td>
</tr>
<tr>
<td>Communicate inform principal</td>
<td>inform Senior Administration</td>
<td>inform Board</td>
<td></td>
</tr>
</tbody>
</table>

6. will require that all agreements for partnerships, sponsorships and donations be signed by an authorized signing officer of the Board.

7. will require that all partnerships, sponsorships and donations be reviewed annually by the approving parties, as set out in paragraph 5, to ensure that educational benefits continue to be provided. Such reviewing parties shall adhere to standard practices re conflicts of interest.

8. will require the Superintendent of Business Services or designate to maintain a Board registry for all partnerships, sponsorships and donations, including all terms and conditions of such partnerships, sponsorships and donations.

9. may recognize publicly the contribution of partnerships, sponsorships and donations by official Board action, but will not endorse the products or activities of any sponsor, partner or donor.

10. may consider an appeal of any partnership, sponsorship or donation which has been rejected by or accepted by the appropriate level of approval as set out in Item #5, and may consider a request to accept or terminate, as the case may be, such proposed or existing
partnership, sponsorship or donation, such appeal to be carried out in accordance with administrative procedures.

11. will require that all agreements entered into for partnerships, sponsorships or donations comply with all Board policies, administrative procedures, curriculum guidelines and legal requirements.

12. school staff participation in initiatives for partnerships, sponsorships or donations shall be voluntary.

13. will direct the Director to appoint a member of Senior Administration or designate and any other person or persons to be responsible for the coordination of initiatives undertaken for corporate partnerships, sponsorships or donations.

14. expects the principal will annually review partnerships, sponsorships and/or donations with the school council to ensure that the educational benefits continue to be provided. The council members will adhere to standard practices re: conflict of interest.

15. will except Adult and Continuing Education from requiring the advice of a school council in the establishment and review of partnerships, sponsorships and donations.