

## **STUDENT FUNDING SUPPORT**

### **Background**

There may be instances where financial support is requested by students to help offset costs for participation in special events.

The Division acknowledges that due consideration is to be given to those requests whose nature focuses on Student Success and the promotion of our mission statement "Learning Together – Success for All", and that funding assistance is to be provided where warranted, if possible.

### **Procedures**

1. All requests for financial support are to be accompanied with a letter to the Superintendent of Schools or designate, including where applicable:
  - 1.1 Reason for funding request;
  - 1.2 Total expenses anticipated;
  - 1.3 Dollar amount requested;
  - 1.4 What other avenues of funding have been explored;
  - 1.5 Statement as to how this request will support student success;
  - 1.6 Recommendation in support of the request by an administrator or other senior level staff member.
2. Funding for approved applications will not exceed seven hundred and fifty dollars (\$750.00) per application.
3. All applicants will be notified as to whether their application was successful.
4. Successful applicants will be advised as to:
  - 4.1 Permitted use of monies and requirement of documentation as proof of funds expended.
  - 4.2 Expectation of a report back to the Board on their experience.
5. The Superintendent of Schools, along with the Secretary-Treasurer will determine if funding request is a valid request – focusing on student success and promoting, "Learning Together – Success for All".
  - 5.1 Any donation may be refused if, in the opinion of the Superintendent of Schools and/or the Secretary-Treasurer, it does not meet the procedures established above.

6. Eligible applications will be forwarded to the Board for their approval before any commitment is made to the applicant(s).

Adopted/Revised: JUN 2014/MAY 2017/NOV 2019

Reference: Section 53, 68, 197, 222 Education Act