

**MEMORANDUM TO:** Chairs of the Board  
Secretary/Treasurers of School Authorities

**FROM:** Karen Maxwell  
Assistant Deputy Minister (Acting)

**DATE:** June 11, 2010

**SUBJECT:** Guidelines for fees for learning materials and activities,  
fundraising, and corporate partnerships

In November 2009, the Ministry of Education initiated a consultation on the development of guidelines for fees for learning materials and activities, fundraising, and corporate partnerships. We received a varied response to the initial consultation questions, including feedback from school boards, stakeholders, parent and student groups.

Based on the broad and detailed responses to the consultation questions, we recognize a longer consultation period is required for the review of the draft guidelines. Given the workload demands of school board officials, principals and school staff, the Ministry will move forward with a staggered approach to policy development and implementation.

The table below provides the timelines for the three initiatives:

<i>Guideline</i>	<i>Draft Released</i>	<i>Consultation Period</i>	<i>Implementation Period</i>
Fees for Learning Materials and Activities	June 8, 2010	June – December 31, 2010	Final guideline released in early 2011 for implementation in 2011-12 school year.
Fundraising	Early 2011	Spring 2011	Final guideline released in fall 2011, for implementation in 2012-13 school year.
Corporate Partnerships	Fall 2011	Fall 2011/Winter 2012	Final guideline released in spring 2012, for implementation in 2012-13 school year.

The draft fees guideline is attached for your feedback. Feedback should focus on how to make this policy effective so that school boards and schools can promote the goal of full student participation. In support of the Poverty Reduction Strategy, the guideline aims to inform school board policies on how best to support students participating in school activities regardless of their parents' financial situation.

Please provide your comments by December 31, 2010 to:

Jeanette Robinson, Senior Financial Analyst  
Financial Analysis and Accountability Branch  
21<sup>st</sup> Floor, Mowat Block  
900 Bay Street  
Toronto, Ontario M7A 1L2  
e-mail: [jeanettemarie.robinson@ontario.ca](mailto:jeanettemarie.robinson@ontario.ca)

All responses, comments and concerns will be reviewed. Ministry staff are also available to attend stakeholder meetings through the fall of 2010 for additional consultation.

The ministry intends to release the final fees guideline in early 2011. Once the guideline is released, school boards will be asked to update their existing policy or develop a new policy on fees for learning materials and activities and to post this policy on their external website.

Thank you for your participation as we continue to work in partnership to support our students and their schools and communities.

Sincerely,

A handwritten signature in black ink that reads "K Maxwell". The signature is written in a cursive, flowing style.

Karen Maxwell  
Assistant Deputy Minister (Acting)

cc. Directors of Education  
District School Board Superintendents of Business