

Administrative Procedure 527

MEMORIAL FUND

Background

In the event of the death of a Division staff member or student, the Division will pay tribute to their memory by contributing to the Division Memorial Fund.

Procedures

1. The contribution to the Memorial Fund will be two hundred dollars (\$200).
2. The family will be sent a letter of condolence including information regarding the contribution.
3. The interest generated by the fund each school year will be allocated to professional development activities or resources designed to enhance the counselling services available in Division Schools.
4. The professional development activities or resources will be designed or approved by the Director of Student Services or designate.

Reference: Section 51, 52, 222, 197 Education Act