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## **LORRAINE LEE MEMORIAL ENDOWMENT FUND**

### **Background**

Lorraine Lee was a long-term employee of the Division serving as a school secretary for Harry Collinge High School (HCHS) until her death in October, 1997. The family and friends of Lorraine Lee wish to honour her by encouraging the students of Harry Collinge High School to develop the qualities of character demonstrated by Lorraine Lee.

### **Funding**

The equity in this fund will be administered by Division as an endowment fund. Donations to the fund will be tax deductible under Division's charitable status. The principal of the fund will be protected.

The continued funding of the endowment fund will be based on:

1. The Division will invest the principal. The interest from the fund will, on an annual basis, be used to fund the scholarship.
2. If the Awards' Committee does not have a worthy recipient, the interest will be re-invested in the fund.

### **Criteria and Selection**

The recipient of the scholarship will be identified by the HCHS Awards Committee. Upon selection of the recipient, the Awards' Chair shall provide written notification to the Office of the Superintendent. The award will be presented to the student at the annual HCHS Awards' Night.

The candidate for the scholarship shall be a Grade 12 student who:

1. Demonstrates an outstanding work ethic; and
2. Demonstrates respect for others and is able to work as a team player.

### **Award**

The amount of the award will be determined by the amount of interest earned in that year, and may be added to through family donations to provide for a maximum scholarship of five hundred dollars (\$500.00)

Reference: Section 31,33,52,53,197,222 Education Act  
Alberta Human Rights Act

Approved: September 1, 2004  
Amended: November 2005; March 21, 2018; July 1, 2018; May 22, 2020