

## **FINANCIAL MANAGEMENT**

### Awards/Incentives

An award/incentive is an item given to a student, an employee, or a group of individuals in acknowledgement of attaining a specified level of achievement or for outstanding services. This item can be held by the school or department or become the possession of the individual(s). The award must be personal in nature and of sentimental value to the recipient.

Awards/incentives should be of a nominal value. An acceptable nominal value for the ASB fund is 10% of a fundraiser's net proceeds not to exceed \$1,000 for a group outing/group recognition function, or not to exceed \$25.00 per student, whichever is the lesser amount. There are various school functions where the practice of honoring or recognizing a student results in bestowed items associated with the function that may exceed the \$25.00 guideline (i.e. homecoming royalty, senior prom, student of the month, etc.). In all instances, the value of an award/incentive should appear reasonable as it relates to the recognition, honor, or event.

District funds are not allowed to be expended on cash equivalent items such as gift cards and gift certificates.

Adopted: October 14, 2009