

FINANCIAL MANAGEMENT

Gifts, Grants or Bequests Procedure

Any gifts presented to the school district must be accompanied by a completed "Donated Funds/Property/Equipment" form from the donor for official action and recognition by the superintendent/designee or the Board.

All gifts, grants or bequests shall become school district property. All donors shall be informed that the intent of the school district is to return all donations to the designated schools.

To be acceptable, a gift must satisfy the following criteria:

1. Have a purpose consistent with those of the district or school;
2. Will not begin a program which the district would be unwilling to take over when gift or grant funds are exhausted;
3. Will not be inappropriate or harmful to the best education of pupils;
4. Not be in conflict with any provision of district policy or public law.

A letter of appreciation signed by the superintendent/designee or Board shall be sent to a donor.

Gift of playground and physical education equipment will be accepted providing it is not unusually hazardous or it is not a moving device. Installation of equipment on district property must be pre-approved by and coordinated through the district Buildings and Grounds Manager.

November 4, 2009
October 16, 2012 (typo)