GIFTS, GRANTS, AND BEQUESTS

The Board is duly appreciative of public and private interest in and good will toward the District as manifested through gifts, grants, and bequests. The Board reserves the right to specify the manner in which such gifts, grants, and bequests, if accepted, are utilized; to define the type of gift, grant, or bequest it considers appropriate; and to reject those it deems inappropriate, unsuitable, or otherwise unacceptable.

GENERAL

The Board shall consider for acceptance those gifts, grants, or bequests that:

1. Contribute positively to the education, comfort or welfare of District students and/or staff.
2. Initiate programs that the Board may be willing to continue at the termination of the grant.
3. Encourage innovation and experimentation.
4. Are offered by donors who are acceptable to the Board.
5. Have purposes consistent with those of the District.

ACCEPTANCE

Gifts, grants, and bequests shall be accepted in accordance with the following guidelines:

1. No acceptance shall be construed to be a testimonial or endorsement by the District of a product or business enterprise.
2. Any publicity initiated upon receiving the gift, grant, or bequest by the District shall have the approval of the Superintendent.
3. All accepted gifts, grants, or bequests shall become District property and may not carry the name of the sponsor or donor except upon approval of the Board.
4. Restrictions or contingencies as to the use of gifts, grants, or bequests shall be allowed by special Board action only, with the Board reserving the right to remove them as conditions warrant.
5. Gifts, grants, or bequests of $5,000 or more of value shall be accepted by Board action only.
6. Gifts, grants, or bequests of less than $5,000 in value may be accepted by the Superintendent or the principals upon approval of the Superintendent, and shall be confirmed by the Board.
7. Cost of installation shall be considered when monies are accepted to purchase equipment or when equipment is donated.

It must be determined who will defray the cost of installation and/or maintenance prior to acceptance of such gifts.

8. Action by the Board to accept monetary gifts constitutes authorization for the administration to amend the budget when warranted.

INSTALLATION (IF ANY) OF GIFTS OR BEQUESTS

The Board, through practice and administrative action, has established policies and procedures for the installation of certain types of furniture, fixtures, and equipment. Any gift or bequest resulting in additional installation of these type items, whether from an organization within or outside the District, may be accepted only upon special Board action. Any such installation shall be performed in accordance with the following guidelines:

1. All installations shall meet regulatory code requirements, pass a city inspection, and meet the standards of the District's maintenance department.

2. Installations shall be coordinated under the direction or with the approval of the executive director for maintenance and operations.

3. Projects of this nature by the PTA, other school-community groups, and/or individual schools shall be completed by June 1, so that installation may be checked before school is out and before routine summer work begins.

DISPOSAL

Disposal of any tangible item acquired by gift, grant, or bequest shall be in accordance with established procedures for disposing of any other District property.