

It will be the policy of the district to accept gifts, grants, and bequests in the form of money and/or property when it is in the best interest of the school district to do so. Gifts, donations, grants, or bequests will be accepted and the action recorded, provided the conditions of acceptance do not remove any degree of control of the school district from the board.

The district reserves the right to accept or decline any proposed gifts, donations, grants or bequests. In determining whether they will be accepted, consideration will be given to district policies, goals and objectives (with particular emphasis on the goal of providing equal educational opportunities to all students) and adherence to the basic principles outlined in board-approved regulations and this policy.

Organizations desiring to donate equipment or material that will affect the physical structure of a building, either in appearance or in operating maintenance expense, must have the project approved by the board of trustees. Gifts, grants or bequests that involve significant costs for installation or maintenance, or initial or continuing financial commitments from school funds shall be discouraged.

Donated equipment will be added to the district's inventory, provided it is operative at the time of donation and meets an educational purpose of the district. Acceptance of donated equipment or materials will depend upon the compliance with the district's philosophy of standardizing materials and equipment in the district, which could restrict gifts purchased by parent-teacher organizations to individual schools.

Gifts, grants or bequests to be donated must meet the technical specifications and standards of similar equipment or materials purchased by the district. If items are not new, the condition of the equipment or materials must be evaluated by qualified persons other than the organization making the donation. Gifts, grants or bequests that meet the definition of a fixed asset as outlined in the district policy on inventories must be added to the school/s fixed assets inventory.

Gifts, grants or bequests to individual members of the staff by students, parents, or organizations will be discouraged. Gifts, grants, or bequests on a matching basis requiring money, property, or services by the district will be discouraged. All conditional gifts, grants or bequests must be approved by the board. Any purchase to be funded by a cash donation must be processed in accordance with this policy and all other district policies.

At the time of acceptance of the gift, grant or bequest, there will be a definite understanding with regard to the use of the gift, grant or bequest, including whether it is intended for the use of one particular school or all schools in the district. Once accepted by the district, the gift, grant, and bequest becomes the sole property of the school district subject only to the control of the school district.

Any person or organization desiring to give a gift or make a donation, grant, or bequest to an individual school or the district must file a request with the superintendent. The following procedure will apply to filing a request:

1. The organization or individual desiring to make the donation must ensure the proposed project will not cause inequitable treatment of any student(s) or student group(s).
2. The organization or individual will discuss the proposed project with the building principal prior to filing a request with the superintendent.
3. After the discussion with the building principal, the organization or individual will submit a written request to the superintendent specifying the type of item to be donated, the technical specifications of the item, and information regarding the installation, maintenance, and replacement of the item. The superintendent will present the written request to the board of trustees.
4. The board of trustees will evaluate the request using the following criteria:
 - A. Educational value to the student body;
 - B. Cost factors in relation to the board of trustee’s approved budget:
 - (1) Immediate costs such as installation or remodeling,
 - (2) Long-range costs such as operation and maintenance,
 - (3) Replacement costs when the item is no longer operable;
 - C. Technical quality of the proposed donated item;
 - D. Commitment of the donating organization or individual to continuance of the project.
5. The board of trustee’s will approve or disapprove the request. If the request is disapproved, the board of may make recommendations to the requesting organization as to requirements necessary to approve the request.



LEGAL REFERENCE:

Idaho Code Section 33-506

FIRST READING: June 9, 2003

ADOPTED: July 14, 2003