

# Knappa School District 4

Code: **KH**  
Adopted: 8/18/03  
Readopted: 8/19/13  
Orig. Code(s): KH

## Public Gifts to the District

Gifts which may serve to enhance and extend the work of the schools may be received by the district. It will be the district's general policy to direct those who desire to make contributions to consider equipment or services that are not likely to be acquired from public fund expenditures.

1. Tangible property contributed to the schools becomes the property of the district and is subject to the same controls and regulations that govern the use of other district-owned property.
2. Contributions of property or services that may involve major costs for installation or maintenance, or initial or continuing financial commitments from school funds, will be presented by the superintendent for Board consideration and approval.
3. Any groups planning to raise money for a gift to a school or the educational system will first consult with the principal and superintendent regarding what kind of gift should be made. The superintendent will develop guidelines for accepting gifts. Such guidelines will include a concern for fairness and equity among schools.
4. Priority lists of needed and desirable equipment, supplies or services will be kept in each school.
5. Contributions of small items, such as books, do not require prior approval. Gifts of books and other materials will meet the same standards of selection as those applied to the purchase of library materials.
6. Conditions for contributions for a scholarship or scholarship fund shall be developed by a scholarship committee appointed by the Board.
7. All gifts will be subject to the provisions of Board policy.

Gifts accepted shall be used for the purpose for which they were donated.

END OF POLICY

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### Legal Reference(s):

[ORS 294.326](#)  
[ORS 332.075](#)

[ORS 332.107](#)  
[ORS 332.385](#)

### Cross Reference(s):

GBI - Gifts and Solicitations  
IIA - Instructional Resources/Instructional Materials