

Gifts or Donations to Schools

By its policy, the Board of Directors welcomes the cooperative relationship it has with community members and groups. In many instances, the academic and extracurricular programs could not function as effectively without the financial support of concerned individuals and parent/community groups. This support serves to enhance the overall quality of these programs.

The following guidelines have been developed to ensure that the relationships with individuals and groups with regard to gifts and donations are consistent and mutually supportive.

1. Objectives

- a. To assure compliance with all applicable laws and regulations;
- b. To maintain and protect the good name and reputation of North Wasco County School District;
- c. To provide procedural guidelines for the acceptance of cash and property gifts to the district.

2. Responsibility

The Superintendent is responsible to assure the procedures described in this practice are followed.

3. Guidelines

- a. Any person or group planning to present a gift or donation to a school or to the school system should consult with the building principal and superintendent in determining the most appropriate needs of the school or district. School principals are encouraged to develop and maintain a listing of equipment and material needs for the school.
- b. In cases where the gift or donation requires a purchase of equipment, preference should be given to allowing the district to make the purchase to ensure that equipment meets program and liability specifications and to protect all parties from financial risk.
- c. In cases where the gift or donation is an existing piece of equipment, the Facilities Director shall determine, in conjunction with the appropriate district resources, that the equipment meets necessary program and liability specifications and that the donor has clear ownership of the equipment.
- d. Gifts or donations of property or equipment which may involve costs for installation, repair or continuing maintenance must be submitted to the superintendent for approval. At the sole discretion of the superintendent, offers of gifts or donations of this type may be declined.
- e. Gifts or donations cannot be designated for the personal benefit of an identified individual student or teacher.

- f. Gifts or donations may be designated for a particular program or for a particular group, but are the property of the district.
- g. The business office will send a letter of acceptance describing the gift.

Except for monetary gifts, no value estimate will be provided by the district.