

<i>Policy</i>	<i>Title</i> PUBLIC GIFTS TO THE SCHOOL	<i>Code</i> KCD
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HOLLISTON

The Superintendent or designee will have the authority to accept bequests, donations, gifts, and offers of equipment for the schools in the name of the Holliston School Committee when the gift is for the benefit of the Holliston Public Schools and has a worth of less than \$1,000. The Superintendent or designee may also accept gifts from any recognized parent organization greater than \$1,000 subject to the provisions of the following paragraph. In the case of gifts from industry, business, or special interest groups, no extensive advertising or promotion may be involved in any donation to the schools.

Gifts that have a value of \$1,000 or more, except gifts from recognized parent groups, or any gift from any source that would involve changes in school plants or sites, or involve the creation of a new program or reinstatement of an existing program that has the potential to add costs to the school district will be subject to Holliston School Committee approval. Gifts will automatically become the property of the school system. Any gift of cash, whether or not intended by the donor for a specific purpose, will be expended at the discretion of the Committee.

Acceptance of any gift will be consistent with district priorities and will be subject to the following criteria:

- a. Will not begin a program unless the Holliston School Committee has considered the impact of potentially discontinuing the program when the gift or grant funds are exhausted.
- b. Will not bring unacceptable costs to the district.
- c. Will not place restrictions on district programs and will be in alignment with the adopted curriculum and delivery of the instructional program.
- d. Will not be inappropriate or harmful to the best education of students.
- e. Will not be in conflict with any provision of the school regulations or public law.

All gifts become the property of the Holliston School District and will be evaluated by considering:

- a. Whether it undesirably increases the workload of school staff.
- b. Age and condition.
- c. Cost of installation, maintenance and disposal.
- d. Potential safety, liability, insurance, and regulatory compliance issues.
- e. Suitability for intended purposes.
- f. Impact of the HFT contract (bumping rights, seniority, reduction in force, etc.).

The Holliston School Committee may accept a gift, grant or devise, or real or personal property only by the adoption of a resolution approved by a majority of its members.

The Business Manager will be responsible for the proper accounting of all gifts and will do so in accordance with the Holliston School District accounting system and municipal finance laws.

The Committee requests that the Superintendent send an appropriate expression of thanks to all donors.

First Reading:	November 6, 2003
Second Reading:	November 20, 2003
Third Reading:	December 17, 2003
Policy Adopted:	December 17, 2003
Policy Reviewed:	November 29, 2018
Policy Amended:	January 5, 2006, June 16, 2011, February 16, 2012
Legal Referenced:	M.G.L. c. 71, s. 37A
Policy Cross Reference	Fundraising Policy JJE
Procedure Reference:	