

## FINANCIAL MANAGEMENT

### Gifts, Grants or Bequests Procedure

Any gifts of money, materials, or equipment presented to the District or to an individual school or department must be accompanied by a completed "Donated Funds/Property/Equipment" form from the donor for official action and recognition by the superintendent/designee. Board approval is required for gifts of \$10,000 or more.

All gifts grants or bequests shall become school district property. All donors shall be informed that the intent of the school district is to return all donations to the designated schools.

To be acceptable, a gift must satisfy the following criteria:

1. Have a purpose consistent with those of the district or school.
2. Will not begin a program which the district would be unwilling to take over when gift or grant funds are exhausted.
3. Will not be inappropriate or harmful to the best education of pupils.
4. Not be in conflict with any provision of district policy or public law.

A letter of appreciation signed by the superintendent/designee or Board shall be sent to a donor.

### Teacher Participation in Online Fundraising Activities

Teacher participation in online "crowdfunding" requests for resources from individuals and organizations to support activities or projects that enhance an educational program must be pre-approved by the school principal. Principals must consult with appropriate district administrators to ensure requests are appropriate, comply with student privacy laws, and align with the district's technology requirements.

November 4, 2009  
October 16, 2012 (typo)  
Revised: January 3, 2022