

TRUMBULL PUBLIC SCHOOLS
BOARD OF EDUCATION
POLICY MANUAL

SECTION: **3000**
CATEGORY: **Business & Non-
Instructional Operations**
POLICY CODE: **3210/Gifts to the School
District**

GIFTS TO THE SCHOOL DISTRICT

Policy Statement

The Trumbull Public Schools encourages and appreciates meaningful gifts which are designed to support learning and enrich student life.

The Board of Education has established controls that assure that gifts are appropriate and do not impose an unacceptable financial burden on the school system.

Adopted: 1/18/1983
Revised: 7/28/1992, 2/3/1998,
1/14/2020

Reference

- Trumbull Board of Education Policy Code 1324: Fund Raising

Regulations

1. The Superintendent is authorized to accept, on behalf of the Board of Education, gifts to the District up to a cumulative value from one source of \$2,000.00, and shall inform the Board of such gifts. The Board of Education retains authority to accept gifts of more than \$2,000.00.
2. Prior to the acceptance of the gift, the Superintendent and the donor shall reach agreement on the monetary value of the gift, using estimates from the marketplace as necessary.
3. All gifts received become the property of the Board of Education to be expended or used at its discretion. Any potential stipulations by the donor shall be made known by the donor in advance, and specifically approved by the Superintendent (if the value of the gift is \$2,000 or less) or the Board (if the value of the gift is more than \$2,000).
4. The Superintendent must judge a gift “of appropriate educational value” and conforming to all Board policies before acceptance of the gift.
5. The Business Administrator shall determine the cost of any encumbrances (e.g., service contracts, maintenance, insurance, etc.) before the District’s acceptance of any gift. Any gift which imposes an unacceptable financial burden on the District, as judged by the Superintendent, shall not be accepted.
6. The acceptance of any gift shall be done keeping equity and need among the District’s schools and grade levels as a primary consideration.
7. No gift shall require, or imply, the endorsement of a particular product, business, point of view, etc. No reference to the District’s use of a product or business shall be made without prior written approval of the Superintendent.
8. The process of giving/receiving gifts shall comply with all Board policies as well as all applicable laws.