LENAPE TECHNICAL SCHOOL

SECTION: PROPERTY

TITLE: NONMONETARY GIFTS AND DONATIONS

ADOPTED: March 20, 2008

REVISED: March 17, 2016

702. NONMONETARY GIFTS AND DONATIONS

1. Purpose

The Joint Operating Committee recognizes that individuals and organizations may wish to contribute supplies or equipment to enhance the school; while this is encouraged, the Joint Operating Committee has an obligation to consider the desirability of individual donations and contributions.

2. Authority
SC 216

The Joint Operating Committee has the authority to accept gifts and donations made to the school or to any program in the school.

SC 216

The Joint Operating Committee reserves the right to refuse to accept any gift that does not contribute toward achievement of established goals or when such ownership would tend to adversely affect the school**,** programs or budget**.**

SC 216

Any gift accepted by the Joint Operating Committee or its appropriate personnel designated by the Administrative Director shall become school property, may not be returned without Joint Operating Committee approval, and is subject to the same controls and regulations as are other school property.

The Joint Operating Committee shall be responsible for the maintenance of any gift it accepts, unless otherwise stipulated.

SC 216

The Joint Operating Committee shall make every effort to honor the intent of the donor in its use of a gift, but it reserves the right to utilize any gift in the best interest of the school's educational program.

In no case shall acceptance of a gift be considered an endorsement by the Joint Operating Committee of a commercial product, business enterprise or institution of learning.

SC 216
Pol. 706

All gifts shall be recorded in the appropriate inventory listing and property records.

Upon request of the donor, the School shall issue appropriate receipts or acknowledgments to the donor for federal or state income tax purposes.

3. Delegation of Responsibility	Anyone wishing to offer gifts to Lenape Technical School shall do so through the Administrative Director, who shall be responsible for presenting relevant information to the Joint Operating Committee for their consideration prior to the acceptance of any gift. The final decision regarding acceptance of a gift rests with the Joint Operating Committee.
4. Guidelines	Some guidelines for use in determining the acceptance of the gift shall be as follows: 1. The objective of the gift should have purposes consistent with those of the School. 2. The Joint Operating Committee shall consider potential costs of acceptance of the gift, including staffing, overhead, indirect costs, and/or necessary capital outlay, in addition to direct operating costs generated by the gift prior to approving its acceptance. 3. Whenever possible and applicable, cooperative selection of the type of gift is encouraged.
School Code 216 Joint Operating Committee Policy 706	