

# Mt. Diablo Unified School District



## DonorsChoose.org Materials Ownership Policy

The Mt. Diablo Unified School District is currently honoring the DonorsChoose.org Materials Ownership Policy. The following memo, taken from the DonorsChoose.org website (1), outlines their current policy.

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### DonorsChoose.org Materials Ownership Policy

*Who owns the materials obtained via DonorsChoose.org? What if the teacher moves to a new school?*

Materials funded through DonorsChoose.org are considered to be the property of the classroom and will be sent to the school where the teacher is registered on our site when materials are ordered. When they arrive, materials should be given to the teacher who submitted the project request, to be used in the classroom for which they were purchased.

Districts and schools often have policies around documenting or tracking donated items. We encourage teachers to learn about these policies before submitting requests for funding for their site. DonorsChoose.org will not be able to override these policies, but will provide support in cases where a teacher is denied access to materials that were delivered for his/her classroom.

### **If a teacher leaves a school:**

Any materials that have been delivered to the school by default should remain at that school if a teacher leaves. However, the teacher is

welcome to take the materials with him/her to a new school if **both** of these criteria are met:

The teacher will continue to teach in a public school and in a position that meets our eligibility criteria.

The principal gives consent for the teacher to take funded materials to use in his/her new classroom.

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Although it is up to the principal whether or not a teacher, that is leaving, can take donated equipment with them, it should be noted that any software purchased will remain licensed to the school and/or district and must be uninstalled prior to the teacher taking the equipment to a new school site. When donated items are initially received, any paperwork, including warranty information and/or receipts should be copied and given to the person responsible for inventory at the site.

Receiving donated computers, including those acquired through DonorsChoose.org, presents challenges that should be carefully examined before requesting such a donation. Please see the MDUSD Computer Donation Policy memo for additional information (2).

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**References:**

1.) DonorChoose.org Materials Ownership Policy

[http://help.donorschoose.org/app/answers/detail/a\\_id/100](http://help.donorschoose.org/app/answers/detail/a_id/100)

2.) Mt. Diablo Unified School District Computer Donation Policy

<http://www.mdusd.org/techdonations>

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