Central Islip Union Free School District

Board of Education & School District Policy Book
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Section	Section Title	Type
1100	Public Information Program	Local
Policy	Policy Title	
1800	Donations, Gifts and Grants to the District	

Unsolicited Gifts and Donations from the Public

The Board of Education welcomes and appreciates gifts and donations from the public. Gifts and donations of money, property, equipment and materials may be accepted by the Board, except that the Superintendent of Schools may accept on behalf of the Board gifts and donations having a value less than $10,000.00. [This policy does not cover personal gifts to staff. See policy 2160, Code of Ethics, for guidance on that issue.

The Board reserves the right to refuse to accept any gift which does not contribute towards the achievement of the district's goals, or the ownership of which would deplete the resources of the district. In accepting or rejecting gifts and donations, the Board will review the following factors:

1. The terms of the gift must identify:
    a. the subject of the gift;
    b. the purpose of the gift;
    c. the beneficiary or beneficiaries if any; and
    d. all conditions or restrictions that may apply.
2. The gift must not benefit a particular or named individual or individuals.
3. If the purpose of the gift is an award to a single student, the determination of the recipient of such award shall be made on the basis that all students shall have an equal opportunity to qualify for it in conformance with federal and state law.
4. If the gift is in trust, the obligation of the investment and reinvestment of the principal shall be clearly specified and the application of the income or investment proceeds shall be clearly set forth.
5. No gift or trust will be accepted by the Board unless:

    a. it is in support of and a benefit to all or to a particular public school in the district; or

b. it is for a purpose for which the school district could legally expend its own funds; or
c. it is for the purpose of awarding scholarships to students graduating from the district.

Any gift rejected by the Board shall be returned to the donor or his/her estate within 60 days together with a statement indicating the reasons for the rejection of such gift.

Soliciting and Accepting Gifts, Grants or Donations

Prior to seeking any grant or donation, the applicant must obtain prior approval from the district. Teachers seeking grants or donations for their classroom must obtain approval from the Building Principal. Other staff or administrators seeking grants or donations to benefit an entire school or the district as a whole must obtain approval from the Superintendent or his/her designee.

Approval shall depend on factors including, but not limited to compatibility with the district's educational program and standards; availability of existing district resources; whether ownership would deplete district resources; and its impact on the equitable distribution of district resources.

All grants and donations must benefit the district and be congruent with the following principles:

1. The district's mission, vision, core values and beliefs.
2. The district and school goals that positively impact student performance.
3. The district's instructional priorities and strategies.
4. Equity in funding.
5. Conform to district governance and decision-making procedures of the Board, central office and building-level staff.
6. Provide a value or benefit that is greater than the obligation under the grant award.
7. Not violate management and/or bargaining unit rights and responsibilities.
8. Not carry any conditions that would divert school or district efforts away from the district's primary mission.

The Board reserves the right to deny approval of solicitation of any funding or grant application which does not contribute towards the achievement of the district's goals, or which would deplete the resources of the district. The Board may approve seeking grants which require a match of district funds or resources when the initiative has been identified as a priority by the Board and when such funds are planned as part of the district budget process or can be accommodated by the current budget.

All solicited grants and donations must be formally accepted by the Board.

Technology Hardware, Programs, Software and Device Acquisitions

All grants, pilots, donations, gifts or purchases for any technology (including but not limited to hardware, computers, tablets, laptops, printers, software, programs, devices, etc.) must be approved by the District Director of Instructional Technology prior to any acceptance or ordering. Any request for technology acquisitions must be pre-approved by the District Director of Instructional Technology prior to acceptance. With regard to acceptance of any technology through a grant, gift, donation, funded program, loan or pilot the following limitations are considered:

1. Compatibility – Ability for the hardware/program/software/devices to exist and function on the district's network and Wi-Fi.
2. Consistency – Ability to alter purchases to remain consistent with current district hardware/program/software/devices
3. Maintenance and Security – Ability for the technology department to maintain and secure the proposed hardware/program/software/devices
4. Sustainability – Ability for the technology department to sustain the proposed hardware/program/software/devices with replacements as needed
5. Safety – Ability for the proposed hardware/program/software/devices to be managed, filtered and secured according to regulation
6. Regulatory – The proposed hardware/program/software/devices meet all requirements set forth in the district's acceptable use policy (4526-R)
7. Obsolete – The proposed hardware/program/software/devices are not outdated and/or not usable by the district due to obsolete specifications.

In the event technology is offered, presented or ordered that is not approved or compatible one of three decisions will be made by the Director of Funded Programs, the Director of Instructional Technology and donor:

1. Change/Update the offer to include hardware/program/software/devices which are compatible/approved by the district
2. Return the hardware/program/software to the donor if replacement with hardware/program/software/devices is not an option
3. Decline any donation that cannot be updated to reflect compatible and/or useful hardware/program/software/devices.

With regard to computers, tablets, servers, devices, only those with current Microsoft Windows Based Operating Systems and/or OSX/iOS Operating Systems (Apple) will be accepted and approved. The district cannot and will not

accept any other operating system (IE Android, Chromebook, Chromium, Linux, UNIX, etc.) as part of a grant, donation, gift or funded program purchase.

Coordinating with Support Organizations

The district encourages independent support organizations (e.g., booster clubs, parent-teacher associations, education foundations) seeking to make a contribution of money or property to first meet with the Assistant Superintendent for Business to identify the terms and conditions of the proposed gift and the needs of the district. The Board must approve such gifts and donations prior to any public announcement of the contribution.

Accounting for, and Oversight of, all Donations, Gifts, and Grants

All gifts, donations, grants, funds, property, and materials received by the district become the property of the district. Such items may not be returned without the approval of the Board.

All items are subject to the same controls and regulations as other district property, and shall be deposited or inventoried accordingly.

The Board shall receive a report upon vote for acceptance or rejection of all gifts, donations, grants, funds, property, and materials received by the district and where each will be

used. It is the goal of the Board to properly account for all district resources and to monitor the distribution of those resources to minimize disparities between schools within the district.

Adoption date: July 13, 2015
Revision date: August 10, 2020

Cross Reference:
1222, Relationship with Booster Organizations
1225, Relationship with Local Educational Foundations
2160, School District Officer and Employee Code of Ethics
5251, Student Fund Raising Activities
6640, Inventories

Reference:
Education Law §1709(12)