

GIFTS AND ~~BEQUESTS~~ DONATIONS

No public servant shall solicit or accept, directly or indirectly, anything of economic value as a gift or gratuity from any person or from any officer, director, agent, or employee of such person, if such public servant knows or reasonably should know that such person:

1. Has or is seeking to obtain contractual or other business or financial relationships with the public servant's agency, or
2. Is seeking, for compensation, to influence the passage or defeat of legislation by the public servant's agency.

No public employee shall solicit or accept, directly or indirectly, anything of economic value as a gift or gratuity from any person or from any officer, director, agent, or employee of such person, if such public employee knows or reasonably should know that such person:

1. Conducts operations or activities which are regulated by the public employee's agency.
2. Has substantial economic interests which may be substantially affected by the performance or nonperformance of the public employee's official duty.

Information in green moved to new policy *DFF, Grants*.

~~The St. Mary Parish School Board encourages the development of proposals to private foundations and other sources of financial aid for subsidizing such activities as innovative projects, feasibility studies, long-range planning, and research and development. All such activities are to meet the following criteria:~~

- ~~1. They are based on a specific set of internal objectives that relate to the established goals and objectives of the city.~~
- ~~2. They are to provide measures for evaluating whether or not project objectives are being or have been achieved.~~
- ~~3. The execution of all projects is to conform to state and federal laws and to the policies of the Board.~~

~~All St. Mary proposals are to be approved by the Board before being submitted to the funding agency. The Superintendent shall establish administrative guidelines for the processing of proposal ideas to the Board for its approval.~~

DONATIONS

The St. Mary Parish School Board shall encourage community groups, organizations, and individuals to assist the School Board in providing material and financial resources to the School Board or schools which otherwise might not be available.

The School Board may accept and administer any donation that may be made to it for educational or literary purposes and shall enumerate details of the contents of such donations in a document made publicly available on its website. A donor making a donation of property to the School Board may prescribe the manner in which the property shall be administered and the object to which it or any part thereof, or the revenues from the same, shall be applied. If accepted, the School Board as donee shall administer the property entrusted to them in conformity with the directives contained in the act of donation and for that purpose the School Board is vested with all the necessary powers of administration. The School Board reserves the right, however, to examine the provisions of any and all prospective donations to a school, the School Board, or a School Board-related entity to ascertain the propriety of the donation.

Unrestricted donations may be accepted by the School Board, or any school, subject to approval guidelines of the School Board. Items donated to schools may be retained by the receiving school under the ownership of the St. Mary Parish School Board. The School Board shall retain the discretion to remove, repair, or modify any item which it considers obsolete, worn-out, or unsafe. Principals shall be required to keep a permanent record of donations received by the school from community groups, organizations, or individuals, exclusive of funds raised by the school or funds provided by students for special activities, such as field trips.

Equipment or Services

Gifts which may serve to enhance and extend the work of the schools may be received by the system. It shall be the general policy of the School Board to direct those who desire to make contributions to consider equipment or services that are not likely to be acquired from public fund expenditures.

1. Equipment contributed to the schools becomes the property of the School Board and is subject to the same controls and regulations that govern the use of other school-owned property.
2. Contributions of equipment or services that may involve major costs for installation or maintenance, or initial or continuing financial commitments from school funds shall be presented by the Superintendent's office for School Board consideration and approval.
3. Individuals or organizations desiring to contribute supplies or equipment will consult with school officials regarding the accept-ability of such contributions in

advance of the solicitation of funds or the making of budgetary appropriations.

4. A list of supplies and equipment contributed primarily for school use shall be reported to the School Board by the Superintendent's office at least annually.

GIFTS AND AWARDS

School funds shall not be used to provide any form of gift to an employee, and no employee shall accept such gift, except that which is dedicated for that specific purpose. No cash gifts shall be given to School Board employees, whether in appreciation, as a "bonus," or for any other reason. For purposes of this policy, gift certificates for merchandise shall be considered cash and shall not be given as a gift. This includes payment from athletic booster clubs or other organizations to coaches, sponsors, or employees.

Combined with policy KH: May, 2007

Revised: October, 2023

Ref: La. Rev. Stat. Ann. "17:381, 17:382, 17:383, [42:1115](#), [42:1123](#).