

## **PUBLIC GIFTS/DONATIONS TO SCHOOLS**

The Governor Wentworth Regional School District wishes to encourage appropriate acts of generosity on the part of citizens, or groups of citizens in the school district. A gift shall be defined as money, real or personal property, and personal services provided without consideration.

A letter must be submitted by the donor to the Superintendent prior to making the donation. The letter should identify the donor as well as describe the gift. To be acceptable, a gift must:

- have a purpose consistent with those of the school;
- be offered by a donor who is acceptable to the Board;
- not add to staff load;
- not begin a program that the Board would be unwilling to take over when gift or grant funds are exhausted;
- not bring undesirable or hidden costs to the school system;
- place no reciprocal requirements on the Board;
- not be inappropriate or harmful to the best education of pupils;
- not imply endorsement of any business product; and
- not be in conflict with any provision of School Board policy and/or state and federal law.

The Superintendent will determine the worthiness of a gift or donation. If a gift is deemed worthy of acceptance, the Superintendent will provide Board members with a written notice describing the gift and where it will be used as well as providing the identification of the donor, who will remain anonymous to the public if so requested by the donor. After receiving notification, board members may request that the donation be placed on the next School Board meeting agenda for discussion.

The Board reserves the right to refuse any gift that does not contribute to the achievement of the District's goals, or in which the ownership of the gift would tend to deplete the resources of the District. In determining whether a gift will be accepted, consideration shall be given to District Policies, School District goals and objectives (with particular emphasis on the goal of providing equal educational opportunities to all students), and adherence to basic principles outlined in the regulation that accompanies this policy. Once accepted, gifts and donations become the property of the District and are subject to the same controls and regulations that govern other school-owned property. Furthermore, should the Superintendent determine that a gift is worthy of acceptance but is in conflict with any of the above criteria, the donation will be brought to the Board for consideration.

The Superintendent may accept gifts subject to the terms of this policy in the amount of \$5,000 or less. The Superintendent will advise the Board in advance of acceptance if possible, or if after acceptance, at the next regularly scheduled Board meeting. Gifts in excess of \$5,000 may only be accepted by the Board. Additionally, pursuant to RSA

198:20-b, III, gifts in the amount of \$20,000 or more shall require the Board to hold a public hearing regarding any action to be taken with the gift. For gifts of less than \$20,000, the Board will post notice of the gift in the agenda of the next regularly scheduled Board meeting and will include notice in the minutes of the meeting in which the gift is discussed. The acceptance of all gifts will be made in public session.

Any gift accepted shall become the property of the District, may not be returned without the approval of the Board, and is subject to the same controls and regulations as are other properties of the District. The Board shall be responsible for the maintenance of any gift it accepts.

At the time of acceptance of the gift, there will be a definite understanding with regard to the use of the gift, including whether it is intended for the use of one particular school or all schools in the District. The Board will make every effort to honor the intent of the donor in its use of the gift, but reserves the right to utilize any gift it accepts in the best interest of the educational program of the District. In no case shall acceptance of a gift be considered to be an endorsement by the Board of a commercial product, business enterprise or institution of learning.

It is the responsibility of the Superintendent or Designee to process the appropriate forms to update the District's inventory and to notify the donor of acceptance or rejection of a gift.

Voluntary contributions by District employees of supplies or other minor items of personal property to be used in classrooms or school programs with an aggregate value over the school year of less than \$250 are permitted without further approval or documentation. Receipt of voluntary contributions being made by District employees with a value of \$250 or more must be approved as required in this policy for gifts from individuals not employed by the District.

Active solicitation of gifts to be received by the District, including by any school, classroom, or extra/co-curricular program in the District, through online crowd funding or donor web sites (e.g., donorschoose.org, classful.com, etc.) must be approved in accordance with Board policy **DFGA**.

***Legal References:***

*RSA 189:70, Educational Institution Policies on Social Media*

*RSA 198:20-b, Appropriation for Unanticipated Funds Made Available During Year*

Approved: 10/21/91  
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