Cache County School District

Policy Series 4000: Curriculum, Instruction, and Assessment

Policy No. 4210

District Art Collection

The Board of Education recognizes that original works of art owned by the Cache County School District are valuable public assets that contribute to students' and the community's educational, cultural, and historical experiences. The District Art Collection serves as a resource for learning, the appreciation of the arts, the preservation of local heritage, and the enhancement of educational environments throughout the district.

The board is committed to ensuring that artwork entrusted to the district is appropriately preserved, documented, protected, and displayed for the benefit of current and future generations.

Ownership

All artwork acquired by purchase, commission, donation, transfer, bequest, or other lawful means shall remain the property of Cache County School District unless otherwise authorized by the Board of Education.

Artwork within the District Art Collection is considered a public asset and shall be managed in accordance with applicable law, board policy, and administrative procedures.

Administration

The Superintendent shall establish administrative procedures governing:

1) Inventory and documentation of artwork;
2) Acquisition and acceptance of artwork;
3) Display, handling, transportation, and storage;
4) Conservation and restoration;
5) Security and insurance requirements;
6) Loaning artwork to qualified organizations;
7) Periodic review and accountability measures; and
8) Other collection management practices necessary to protect district assets.

The superintendent may establish a District Art Collection Committee to advise the district regarding collection management, acquisitions, preservation, and exhibition.

Educational Use

Artwork shall be displayed and utilized in a manner that supports student learning, promotes appreciation of the arts, and enhances educational environments throughout the district.

To the extent practical, artwork should be accessible to students, staff, and the public through display in schools, district facilities, and approved educational or cultural exhibitions.

Loans
The district may loan artwork to museums, educational institutions, governmental entities, libraries, cultural organizations, and other approved organizations when such loans advance educational, cultural, or community purposes.

All loans shall comply with administrative procedures and shall require appropriate insurance coverage and safeguards to protect district property.

Artwork shall not be loaned to private individuals.

Disposal and Deaccession
Because artwork in the District Art Collection constitutes a public asset, disposal or permanent removal from the collection shall occur only under limited circumstances and in accordance with applicable law.

No artwork may be sold, traded, transferred, donated, or otherwise permanently removed from the District Art Collection without approval of the Board of Education.

The superintendent shall establish procedures governing recommendations for deaccession and disposal, including documentation requirements, valuation considerations, and review processes.

Any proceeds resulting from the lawful disposal of artwork shall be used solely for purposes related to the District Art Collection, including acquisition, preservation, restoration, display, or collection management.

Annual Accountability
The Superintendent shall ensure that appropriate inventory records are maintained and that periodic reviews of the collection are conducted to safeguard district assets.

The Board may request reports regarding the status, condition, valuation, or management of the District Art Collection as deemed appropriate.

Legal References

Approved by the Board of Education: July 16, 2026