

SERIES 800
SCHOOL-COMMUNITY RELATIONS

840

GIFTS TO THE SCHOOL

The Board of Education may accept and use gifts of furniture, books, equipment, supplies, monies, securities or other property, real or personal, for educational purposes deemed to be consistent with the district goals.

Except as otherwise provided in this policy, building administrators may, on behalf of the Board, accept gifts valued at less than \$250. Gifts with a value of \$250 or more must be reported to the Superintendent or his/her designee for action by the Board.

All gifts shall become district property and be used at the discretion of the district. However, a preferred use specified by the donor shall be taken into consideration in determining the use to be made of the gift. In the use, control or investment of gifts, the Board may exercise the rights and powers generally conferred upon trustees.

Prior to the acceptance of a gift, the following criteria shall be reviewed. This criteria may assist in determining the appropriateness and value of the gift to the district:

1. The purpose of the gift should be consistent with that of the school or district.
2. The gift should not place restrictions or limitations on the school program.
3. The gift should not be in conflict with any provisions of Board policy or public law.

The physical condition of the gift; the estimated cost of operation, repair and maintenance of the gift; the usefulness of the gift; any related safety hazard to the district; and any product liability exposure should also be considered.

Employee solicitation of any non-disposable gift that may include the display of a business or product endorsement must have prior approval of the Superintendent and/or his/her designee. Non-disposable gifts shall not display endorsement of any business or product except in those cases where endorsement receives prior Board approval. The Superintendent shall recommend for acceptance or rejection any non-disposable gift that includes an endorsement.

A thank you letter indicating the dollar value tax deduction should be mailed from the district office to the donor(s) following acceptance of the gift. Following acceptance, all gifts must be appropriately inventoried.

Marshall Public Schools shall not discriminate in the acceptance and administration of gifts, bequests, scholarships and other aids, benefits or services to students from private agencies, organizations or persons on the basis of sex, race, religion, national origin, color, ancestry, creed,

pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability or handicap. Discrimination complaints shall be processed in accordance with established procedures.

Legal References: Sections 118.13 Wisconsin Statutes
118.27
PI 9.03(1), Wisconsin Administrative Code

Cross References: 110, Educational Philosophy
111, School District Goals
310, Instructional Goals
410, Student Policies Goals
Board Rule 411, Student Discrimination Complaint Procedures

Date of Adoption: December 18, 1996

Date of Revision: March 15, 2006