



Book	Policy Manual
Section	700 Property
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Purpose

The Board recognizes that individuals, businesses and community organizations may wish to contribute supplies and equipment to enhance or extend the programs of the district.

Authority

The Board has the authority to accept gifts and donations made to the school district or to any district school by resolution duly passed at a public meeting; except that the Superintendent may accept on behalf of the Board any such gift less than \$1,000 in value.[1]

The Board reserves the right to refuse to accept any gift that does not contribute to achievement of district goals or when such ownership would adversely affect the district.[1]

Any gift accepted by the Board or its designee shall become district property, may not be returned without Board approval, and is subject to the same controls and regulations as are other district properties.[1][2]

The Board shall be responsible for the maintenance of any gift it accepts, unless otherwise stipulated.

The Board shall honor the intent of the donor in the use of the gift and will seek donor approval to utilize the gift in the best interests of the district's educational program.

In no case shall acceptance of a gift be considered an endorsement by the Board of a commercial product, business enterprise, or institution of learning. Gifts which may be construed as discriminatory shall be prohibited.[3][4]

Guidelines

It is expected that individuals or organizations desiring to contribute supplies or equipment will counsel with school officials regarding the acceptableness of such contributions in advance of the solicitation of funds or the making of budgetary appropriations.

All gifts shall be recorded in the appropriate inventory listing and property records. Contributions of equipment or services that may involve installation or major costs for maintenance or initial or continuing financial commitments from school funds shall be presented to the Superintendent's office for Board consideration and approval.[1][5]

Because of differences in economic resources available to the various schools, and for other reasons, the purchase of equipment on a matching fund basis (part of cost provided by an individual or organization and part by the Board from public funds) shall not be encouraged.

The Superintendent shall publicly report to the Board all gifts to the district accepted on behalf of the Board.

Crowdfunding

School district employees are required to manage online crowdfunding with the same spirit of transparency and accountability that is present in all of the district's financial processes.

All crowdfunding requests must be approved by the principal, with documentation of approval maintained at the school site, prior to any fundraising efforts.

All crowdfunding sites must be given approval by the Business Manager. Items secured through crowdfunding become property of the school district. These items will never be the property of an individual employee.

Delegation of Responsibility

The Superintendent or designee shall:

1. Provide potential donors with applicable administrative regulations.
2. Counsel potential donors on appropriateness of gifts.
3. Encourage individuals and organizations considering a donation to consult with the Superintendent before appropriating funds.
4. Acknowledge the receipt and value of any gift accepted by the school district.
5. Prepare appropriate means for recognizing or memorializing gifts.

The district is responsible for managing offered gifts and donations. Receipt of such gifts may not result in disparities in violation of the Title IX of Education Amendments of 1972. The district is responsible for the equal treatment of its male and female athletic programs regardless of the source of funding and the use to which any donated funds is put must be approved by the Board.