



**NORTH ALLEGHENY
SCHOOL DISTRICT**

SECTION:	PROPERTY
TITLE:	GIFTS, GRANTS, DONATIONS
ADOPTED:	2/24/16
REVISED:	

702 - GIFTS, GRANTS, DONATIONS

Section 1. Purpose

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

Section 2. Authority

SC 216

a. The Board has the authority to accept gifts and donations made to the School District or to any District school.

SC 216

b. 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.

SC 216, 703

c. 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.

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

e. The Board shall make every effort to honor the intent of the donor in the use of the gift, but reserves the right to utilize any gift in the best interests of the District's educational and extracurricular programs.

f. 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.

SC 216

g. All gifts shall be recorded in the appropriate inventory listing and property records.

Section 3. Delegation of Responsibility

The Superintendent or designee shall:

- a. Encourage individuals and organizations considering a donation to consult with the principal or Superintendent before appropriating funds.
- b. Acknowledge the receipt and value of any gift accepted by the School District.
- c. Shall recommend to the Board the acceptance or rejection of any gift(s) of cash and/or capital item(s) donated that is in excess of one thousand dollars (\$1,000). The Board shall take official action on such gift(s). The Board shall acknowledge the receipt of any cash and/or capital item donated.
- d. Shall have the authority to accept or reject any gift(s) of cash and/or capital item(s) for less than one thousand dollars (\$1,000) without Board action. The Board shall acknowledge the receipt of any cash and/or capital item donated.
- e. The Superintendent shall publicly notify, through the monthly Board Report, all gifts in excess of \$1,000 to the District accepted on behalf of the Board.

Section 4. Guidelines

- a. Items such as books, clothing, health items, educational materials, media equipment, library materials, miscellaneous items of small cost, and recreational items do not need prior Board approval.
- b. If the item purchased will have an effect on the land use or building use, it should have prior approval of the Board.
- c. The cooperative planning of teachers, the administration, and PTO representatives, when appropriate, shall be the method in determining what gifts shall be accepted.
- d. Capital Improvements

School support groups wishing to provide capital improvements to the district on behalf of school groups shall be required to submit a written proposal to the Superintendent that outlines the following:

1. Relationship of the project to the educational mission of the District.
2. Financial costs of the project.
3. Any support, financial or otherwise, requested of the District.
4. A written response indicating that the project has been reviewed to identify any concerns including maintenance, safety, liability, construction, etc.
5. Any advertising that would be utilized to support the proposal.

Pol. 915

6. The written proposal shall be submitted to the Board in a timely basis to be considered during the budgetary process for the next fiscal year if financial support is requested of the Board.

References:

School Code – 24 P.S. Sec. 216, 703

Board Policy - 915

Replaces Policy

1900