



TO: Board of Directors

FROM: Ruth Floyd, Executive Director of Business Services

SUBJECT: First Reading Policy 6114 Gifts or Donations

DATE: June 6, 2023

TYPE: Board Discussion

This is the first reading of updated Management Support Policy 6114 Gifts or Donations. The revised policy is in line with the Washington State School Directors Association (WSSDA) model policy and consistent with board practice of approving gifts and donations \$500 and over. Donations between \$100 and \$500 will continue to be recognized during the superintendent's report.

A second reading will occur at the June 20, 2023, board meeting. If you have any questions regarding the policy, please contact me.

GIFTS OR DONATIONS

The board recognizes that individuals and organizations in the community may wish to contribute additional supplies or equipment to enhance or extend the instructional program.

Any gift **or donation** to the district of real property can be accepted only by board approval.

Additionally, any gift or donation to the district or to an individual school or department of money, materials or equipment having a value of \$~~100.00~~**500.00** or greater ~~shall~~**will** be subject to board approval.

~~In no event shall any commitment be made by a staff member or other individuals in return for any gift to the district or to a school or department without the board's authorization.~~

The board ~~shall~~**will** not authorize **acceptance of** gifts that are inappropriate, which carry with them unsuitable conditions, ~~or~~ which ~~shall~~**will** obligate the district to future expenditures from the general fund, ~~or~~ which are out of proportion to the value of the gift. All gifts ~~shall~~**will** become district property and ~~shall~~**will** be accepted without obligation relative to use and/or disposal.

The superintendent ~~shall~~**will** establish criteria to be met in the acceptance of **all** gifts **or donations** to the district, **regardless of whether they are solicited or unsolicited.**

Unsolicited Gifts or Donations to the District

Money or additional supplies and equipment donated by booster clubs or other groups or patrons to support specific teams or extra-curricular activities are not to result in unacceptable levels of disparity of allocation favoring one team or gender.

Solicited Gifts or Donations to the District

Certificated staff seeking donations for their classroom must obtain prior approval from the building principal. ~~Other~~ staff or administrators seeking donations to benefit an entire school or the district as a whole must obtain prior approval from the Superintendent or his/her designee. In no event will any commitment be made by a staff member or other individuals in return for any gift to the district or to a school or department without the board's authorization.

Gifts to Staff

The board recognizes that students and/or parents may wish to express their appreciation to school staff by giving gifts. ~~In~~ recognition of the fact that not all families can afford to show their appreciation with gifts, the board encourages the giving of letters of appreciation instead.

Cross References:	Policy 3515 Policy 6100	Student Incentives Revenues from Local, State and Federal Sources
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Legal References:	RCW 28A.320.030 WAC 392-190-025	Gifts, conveyances, etc., for scholarship and student aid purposes, receipt and administration Recreational and athletic activities
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Adoption Date: 03.18.03
Stanwood-Camano School District
Revised: 05.03.16