

Gifts Procedures

Equipment and material which are donated to a school or are brought to the school for temporary use shall be reviewed in terms of suitability and durability and for any possible health or safety hazards. The school principal shall be responsible for approving all donations under \$1,000.00 and for selecting other appropriate staff members to assist in the review process.

Any gift presented to the district shall satisfy the following criteria:

1. The purpose or use shall be consistent with philosophy and programs of the district;
2. The district shall assume only a minimum financial obligation for installation, maintenance and operation;
3. The equipment shall be free from health and/or safety hazards; and
4. Commercial endorsement of donated gifts will be decided by the school board on an individual basis;
5. Principals are responsible for communicating all donations to the Superintendent for inclusion in school board packets.

Revised: November 21, 2000

Revised: February 24, 2011