

|                                                 |                                        |
|-------------------------------------------------|----------------------------------------|
| <b>SCHOOL DISTRICT OF GREEN LAKE<br/>POLICY</b> | <b>840-Public Gifts to the Schools</b> |
|                                                 | <b>School-Community Relations</b>      |

## **840 – Public Gifts to the Schools**

### **Purpose**

The Green Lake School District has established a mission of creating an environment in which all students can reach their full potential. Achieving this mission requires the commitment of resources to support high achievement. The District may accept and use any gift of money or property, including bequests, for a purpose deemed by the Board to be consistent with District goals.

While the Green Lake School District is supported through funds provided by federal, state, and local tax sources, the Board of Education believes that it is important to nurture charitable interests within our community. Developing and maintaining these benevolent relationships provide opportunities for the students of the district to benefit in ways that otherwise would not exist. Donors also benefit from the personal satisfaction of being a partner in the educational opportunities made available to the children of our community.

### **Criteria for Accepting Gifts and Bequests**

The Green Lake School District may accept and use any gift of money or property for a purpose deemed by the Board of Education to be consistent with District goals.

All gifts will be accepted based on the following criteria:

1. All gifts and bequests shall become the property of the school district; although, in the case of monies, they may be used as the donor specifies. In the absence of any specific direction as to the use of such gifts by a donor, the Board may determine how they will be used to serve the district. In the use, control, or investment of gifts, the Board may exercise the rights and powers generally conferred upon trustees.
2. Funds raised by non-school groups through fund-raising activities and directed to the school or individual school organizations shall be considered gifts to the school district.
3. Gifts will be acknowledged by the Board of Education. The Superintendent or his/her designee may accept gifts of a lesser value.
4. The Green Lake School District shall not discriminate in the acceptance and administration of gifts, scholarships and other aids, benefits or services to students from private agencies, organizations or persons on the basis of sex, race, religion, age, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap. Discrimination complaints shall be processed in accordance with established district procedures.

|                                                 |                                        |
|-------------------------------------------------|----------------------------------------|
| <b>SCHOOL DISTRICT OF GREEN LAKE<br/>POLICY</b> | <b>840-Public Gifts to the Schools</b> |
|                                                 | <b>School-Community Relations</b>      |

5. A gift may be rejected if it:
  - a. Is not consistent with the district's educational policy or state laws;
  - b. Does not support the curriculum;
  - c. Involves major costs for installation or maintenance;
  - d. Commits the district to an extensive financial outlay for replacement and/or repair.
  - e. Requires exclusive endorsement of a business or product.
  
7. Donations to the school district or district employees by vendors, which are oriented toward the solicitation of business, will not be allowed.
  
8. A school district receipt will be provided for gifts of money. The receipt will indicate the donor, amount received, and purpose of the gift. The funds shall be deposited intact in the designated school district depository as soon as possible. A school district receipt indicating the donor, the item, and the purpose of the gift will be issued for non-monetary gifts.
  
9. The Superintendent shall be responsible for the proper accounting of all gifts of money and shall do so in accordance with the Wisconsin Elementary and Secondary School Accounting System. The school board will be notified of all gifts as part of the ongoing budgetary process.

**Recognition**

All gifts and bequests will be recognized by a letter of appreciation signed by the Superintendent and the Board President. The School Board or Administration may, as deemed appropriate, also recognize gifts. Public recognition should only occur with permission of the donor if possible.

1<sup>st</sup> Read: April 9, 2014  
 2<sup>nd</sup> Read: May 14, 2014

**Legal Reference:** Wisconsin Statutes Sections 118.12; 118.13; 118.27; Wisconsin Administrative Code PI 9.03

**Cross references:** 374 Student Fundraising; 411 – Procedure, Student Discrimination Complaint Procedures