

## GIFTS, GRANTS, and BEQUESTS

**Date of Adoption:** April 14, 2005

Only the Board of Education may accept for the school district any bequest or gift or money, property or goods, except that the chief school administrator or his/her designee may accept on behalf of the Board any such gift of less than \$2,500 in value.

The Board must be consulted regarding the need for the gift before the Board approves acceptance, and also must be advised of and approve the process for any fundraising on behalf of the Board.

School Principals will provide the Superintendent with an end of the school year report of all gifts to each school. This list should be submitted to the Superintendent and will be shared with the Board of Education. Gifts valued at \$2,500 or more will be tendered to the Board and the Board will accept and acknowledge the gifts at the next scheduled public Board meeting.

The Board reserves the right to refuse to accept any gift which does not contribute toward the achievement of the goals of this district or the ownership of which would tend to deplete the resources of the district.

Any gift accepted by the Board, the Superintendent or his/her designee shall become the property of the Board, may not be returned without the approval of the Board, and is subject to the same controls and regulations as are other properties of the Board. The Board shall be responsible for the maintenance of any gift it accepts.

The Board will make every effort to honor the intent of the donor in its use of the gift, but reserves the right to utilize any gift it accepts in the best interest of the educational program of the district. In no case shall acceptance of a gift be considered to be an endorsement by the Board of a commercial product or business enterprise or institution of learning.

### **Grants**

Staff members are encouraged to seek out sources of grants and gifts, and bring them to the attention of the Superintendent, who shall investigate the conditions of such grants and make recommendations to the Board, regarding the advisability of seeking them.

### **Educational Foundation**

The Superintendent will request an annual report from the trustees of the Education Enrichment Foundation of Scotch Plains-Fanwood, regarding all donations to the school

district. All Foundation donations and grants to district teachers should be reported to the Board in as timely a manner as possible. Policies and regulations on gifts to the district shall apply to funds raised by the Education Foundation.

Scotch Plains-Fanwood Public Schools

**Cross References:**

Policy 1314      Soliciting Funds  
Policy 5136      Fund Raising Activities

**Supersedes policy dated January 23, 2003.**