

Regulations Follow

7230 GIFTS, GRANTS AND DONATIONS

The Board of Education accepts its responsibility to provide from public funds sufficient supplies and equipment for an effective instructional program. The Board recognizes, however, that from time to time individuals or organizations in the community may wish to contribute additional supplies or equipment to enhance the instructional program.

The Board may accept by resolution at a public meeting any gift or grant of land, (with or without improvement), money or other personal property.

The Board reserves the right to refuse to accept any gift.

Any gift accepted by the Board shall become the property of the Board and may not be returned without the approval of the Board. The Board shall be responsible for the maintenance of any gift it accepts unless subject to any joint agreement with another governmental body.

The Board will respect the intent of the donor in its use of a gift, but reserves the right to utilize any gift it accepts in the best interests of the pupils and 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.

The Superintendent or designee shall:

1. Advise potential donors on the appropriateness of contemplated gifts and encourage such donors to choose as gifts supplies or equipment not likely to be purchased with public funds;
2. Encourage individuals and organizations considering a contribution to the schools to consult with the Principal or Superintendent before appropriating funds to that end;
3. Report to the Board all gifts that have been offered on behalf of the Board;

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4. Acknowledge the receipt of any gift accepted by the Board; and
5. Prepare appropriate means for recognizing or memorializing gifts to the school district.

N.J.S.A. 18A:20-4; 18A:20-11 et seq.

Approved: June 27, 2000
Reviewed: November 6, 2018

R 7230 GIFTS, GRANTS, AND DONATIONS

A. Definitions

1. "Gift" means a donation of any property, real or personal, including cash, to the school district, to any individual school or class, or to any school program.
2. "Donor" means any individual or organization that offers a gift.

B. Gift Proposals

1. A gift proposal may be made to a Principal or administrator. When a gift is proposed to any staff member, the donor shall be referred to the Principal or administrator.
2. The Principal or administrator shall prepare and submit to the Superintendent a memorandum for any gift that cannot be accepted directly in accordance with ¶C1. The form may include:
 - a. The name and address of the donor;
 - b. A description of the proposed gift;
 - c. The class, school, and/or program to which the donation is made;
 - d. The proposed use of the gift and its relation to the curriculum;
 - e. The proposed location of the gift;
 - f. The cost to the district, if any, for moving, installation, and maintaining the gift; and
 - g. The donor's intention, if any, that the gift be a memorial.

C. Acceptance of Gifts

1. Gifts can be accepted only by resolution of the Board.
2. The staff members who would be professionally involved in the use of the gift will be consulted on its suitability in the educational program.
3. A gift of property may be submitted for professional assessment and evaluation before it is accepted, in order to determine the Board's potential liability for installation, maintenance, and/or repair.
4. The Business Administrator will be consulted as to whether a proposed gift meets necessary district specifications. A gift that does not meet district health and safety standards will not be accepted.
5. A gift of money, whether or not it is dedicated to a specific purpose, will be accepted into the general account of the district. Any purchases made with the gift are subject to applicable state law and Board policy on advertising for bids and purchasing generally.
6. The donor of any accepted gift of property or cash will be notified in writing of the acceptance of the gift and the value of the gift.
7. A gift intended as a memorial will be recognized by means (such as a plaque or ceremony) approved by the donor and the Board.