

KCD - ACCEPTANCE OF GIFTS

The School Board of the Wilton-Lyndeborough Cooperative School District appreciates the generosity of individuals and organizations within the community that wish to donate money or property to enhance the work of the schools and extend student learning opportunities. Developing and maintaining this benevolent relationship provides an opportunity for the students of the school district to benefit from opportunities that otherwise would not exist. Donors also benefit from the personal satisfactions of being a partner in the educational opportunities that are made available to the children of our community.

Criteria for Accepting Gifts and Bequests

The School Board of the Wilton-Lyndeborough Cooperative School District has the discretion to accept or reject any gifts. Any gifts of money or property that are accepted must be used only for a legal purpose for which the district may appropriate money and for a purpose that the School Board, in its sole discretion, deems to be consistent with district goals.

The following criteria for accepting gifts or bequests shall be followed. The acceptance and accounting for receipts and disbursements of gifts and bequests shall follow generally acceptable accounting procedures and the laws of the State of New Hampshire (see NH Rev. Stat. §§ 198:20-b; 198:20-c; 31:31).

1. All gifts and bequests shall become property of the school district and held in custody and administered by the School Board as the duly elected trustees thereof.
2. Funds raised by non-school groups through fundraising activities and directed to individual schools or school organizations shall be considered gifts to the school district.
3. Gifts of \$5,000 or more may be accepted by the School Board only after a properly noticed public hearing (NH Rev. Stat. §198:20-b). Such gifts are to be accompanied by a letter from the donor expressing intent and use, if any.

All other gifts may be accepted as follows:

\$1-\$1,000 Accepted by Principal or Administrator in charge without notice
\$1,001-\$4,999 Accepted by the Superintendent of Schools without notice

4. Acceptance of any gift must satisfy the following guidelines.
 - a. The gift will:
 - 1.) Place no restrictions on the school program.
 - b. The gift will not:
 - 1.) Begin a program that the Board would be unwilling to take over when the gift or grant funds bring undesirable or hidden costs to the school system.
 - 2.) Be inappropriate or harmful to the best education of pupils.

- 3.) Require endorsement of any business or product.
- 4.) Be in conflict with any provision of School Board policy or public law.
5. A school district receipt will be provided for all gifts. The receipt will indicate the donor, amount received, and purpose of the gift. If monetary in nature, the funds shall be deposited in the designated separate school district depository as soon as possible.
6. The Superintendent of Schools shall be responsible for the proper accounting of all gifts and money.

Solicitation of Gifts and Bequests

The School Board and the Superintendent of Schools work hand-in-hand to solicit, accept, and manage gifts and bequests to the Wilton-Lyndeborough Cooperative School District for the benefit of school district programs.

Recognition

The School Board will recognize individuals, organizations, and businesses that provide a contribution to school district programs. Such recognition may be predetermined for ongoing programs and are determined separately for special projects or contributions.

The School Board recognizes that some potential donors would prefer to make an anonymous contribution to the education and future of our children. Such donors are encouraged to contact the Superintendent of Schools regardless of the category or size of the contribution. Upon acceptance of such gifts, the School Board will make every reasonable effort to guarantee the privacy of the donor.

FIRST READING: August 14, 2012

SECOND READING: August 28, 2012

POLICY APPROVED: September 25, 2012