

Gift Acceptance Guidelines

8:80-ED1 Exhibit - Gift Acceptance Form

Date 4/12/23

Donation to school/location Irving School

Detailed description of the gift Irving PTO field trip donation

Estimated/actual gift value 5,948.00

Intended use Reimbursement for 5th grade outdoor ed field trip + sponsoring P/A students

How will the gift impact the district? Please check the following items that apply and provide a brief description of the impact the gift will have on the district.

- Professional development or staff training
- Equity across all schools
- Installation and/or construction work
- District-curriculum
- Coordination of scheduling work
- Ongoing maintenance/replacement
- District and/or school computer network
- Ongoing financial or staff support
- Hire additional staff
- Other

Students/families in need

Outside vendor required  Yes  No

District performing the work  Yes  No

Donation timeline

once board approval given

Jason Man

4/12/23

Principal/Administrator Signature

Date

Principal/Administrator - Please use the space below to provide your reason/rationale for either approving or denying the proposed donation.

Supports students/families in need

For Internal Use Only

Superintendent Approval  Yes  No

Board Approval Needed  Yes  No

Work Session Agenda Date \_\_\_\_\_

Board Approval Date \_\_\_\_\_

Donor Notification \_\_\_\_\_

Superintendent Signature

Date

Administrator Signature

Date

(if applicable)

DATED: December 6, 2016