

*Adopted: December 8, 2008*

*Royalton School District Policy 706*

*Revised: January 27, 2020*

*Last Revised: September 26, 2016*

## **706 ACCEPTANCE OF GIFTS**

### **I. PURPOSE**

The purpose of this policy is to provide guidelines for the acceptance of gifts by the school board.

### **II. DEFINITION**

Gifts and donations to the District include monetary, or in-kind contributions given to the District by groups, organizations, businesses, booster clubs, or individuals, for the purpose of enhancing either the district's educational programs or physical facilities.

### **III. GENERAL STATEMENT OF POLICY**

It is the policy of this school district to accept gifts only in compliance with state law.

### **IV. ACCEPTANCE OF GIFTS GENERALLY**

The school board may receive, for the benefit of the school district, bequests, donations, or gifts for any proper purpose. The school board shall have the sole authority to determine whether any gift or any precondition, condition, or limitation on use included in a proposed gift furthers the interests of or benefits the school district and whether it should be accepted or rejected.

### **V. GIFTS OF REAL OR PERSONAL PROPERTY**

The school board may accept a gift, grant, or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members. The resolution must fully describe any conditions placed on the gift. The real or personal property so accepted may not be used for religious or sectarian purposes.

**[Note: This voting requirement and gift use provision is specified by Minn. Stat. § 465.03.]**

### **VI. ADMINISTRATION IN ACCORDANCE WITH TERMS**

If the school board agrees to accept a bequest, donation, gift, grant, or devise which contains preconditions, conditions, or limitations on use, the school board shall administer it in accordance with those terms. Once accepted, a

gift shall be property of the school district unless otherwise provided in the agreed upon terms.

## **VII. REQUIREMENT**

- a. All donations or in-kind contributions over \$100, regardless of source, that benefit District programs or facilities in any way must be accepted and approved by the School Board prior to their expenditure. Exceptions may be made for the purchase of food/beverages for traveling school teams/groups.
- b. The School District is responsible for the disbursement of all expenses, and salaries connected with any school program or school facility.
- c. All gifts/donations must be presented to the proper school administrative official (AD/Principal) for their review and recommendation before they can be presented to the school board. When circumstances prevent a timely approval from the board, the administration is authorized to approve a donation prior to its submission to the school board.
- d. The School District has the sole authority to determine staffing patterns and for the hiring and dismissal of all district personnel. All hiring and appointments will be made by administrative recommendation and are subject to School Board approval regardless whether personnel are paid or volunteer.
- e. No donations will be accepted for payment of a district employee.
- f. Acceptance of a contribution must be made in accordance with school policy and public law, specifically Title IX regulations and the Minnesota Human Rights Act regarding student sex non-discrimination.
- g. The source of the contribution must be acceptable to the School Board.
- h. The donation shall not be inappropriate or harmful to the education of students or residents of the District.

## **VIII. IMPLEMENTATION**

The district shall have in place a procedure by which to handle acceptance of donations and gifts. District Administration shall be responsible for determining and disseminating such procedures to staff, coaches/advisors, parents, and donors.

## **IX. REPORTING**

A report of donations / in-kind contributions shall be provided to the School Board annually.

**Legal References:** Minn. Stat. 123B.02, Subd. 6 (Bequests, Donations, Gifts)  
Minn. Stat. 465.03 (Gifts)

**Cross References:** MSBA/MASA Model Policy 706  
Orig. 1995  
Rev. 2007