

Gift Acceptance Guidelines

8:80-ED1 Exhibit - Gift Acceptance Form

Date March 5, 2020

Donation to school/location: Irving

Detailed description of the gift: The PTO will be donating cork strips to assist with hanging artwork in the hallways on the 1st and 2nd floors

Estimated/actual gift value: \$1715.40

Intended use: Method to display artwork throughout the school.

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
- Installation and/or construction work
- Coordination of scheduling work
- District and/or school computer network
- Hire additional staff
- Equity across all schools
- District-curriculum
- Ongoing maintenance/replacement
- Ongoing financial or staff support
- Other (display more student work)

Outside vendor required: Yes  No

District performing the work: Yes  No

Donation timeline: Needs to be installed by the end of April (prior to Art Fest)

[Signature]  
Principal/Administrator Signature

3.5.2020  
Date

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

Approved. This will provide an easier method for us to display work in the hallway.

**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

Gift Acceptance Guidelines

8:80-ED1 Exhibit - Gift Acceptance Form

Date March 5, 2020

Donation to school/location: Irving

Detailed description of the gift: The PTO will be donating 4 Air conditioners for classrooms without air on the 3rd floor.

Estimated/actual gift value: \$3200 (4 X \$800)

Intended use: To provide air conditioning for the classrooms that do not have it on the 3rd floor

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
- Installation and/or construction work
- Coordination of scheduling work
- District and/or school computer network
- Hire additional staff
- Equity across all schools
- District-curriculum
- Ongoing maintenance/replacement
- Ongoing financial or staff support
- Other (temp. regulation)

Outside vendor required:  Yes  No

District performing the work:  Yes  No

Donation timeline: The units will be installed prior to the spring season (warm weather).

→ [Signature] 3.5.2020  
Principal/Administrator Signature Date

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

Approved. This will regulate temperature on the 3rd floor.

**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