

Gift Acceptance Form

Date 4/18/23

Donation to school/location Oliver Wendell Holmes Elementary

Detailed description of the gift 8ft Tree-top Products commercial rectangular picnic table

Estimated/actual gift value \$ 1150

Intended use Bench used in courtyard for extra seating

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

Our yearbook club is seeking to place additional seating for staff and students.

Outside vendor required? Yes  No

District performing the work? Yes  No

Donation timeline Purchasing once donation is approved

Donor (name and address) Holmes student Yearbook club  
508 N Kenelworth  
Oak Park, FL

Principal/Administrator Signature Date [Signature] 4/20/23

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

We have limited seating in our courtyard. This will be a welcome addition.

For Internal Use Only

- Superintendent Approval Yes No
- Board Approval Needed Yes No
- Work Session Agenda Date \_\_\_\_\_
- Board Approval Date \_\_\_\_\_
- Donor Notification Date \_\_\_\_\_
- Superintendent Signature Date \_\_\_\_\_

Administrator Signature Date (if applicable) \_\_\_\_\_