
Note: For purposes of this policy, the terms “gift” and “donation” have the same meaning.

Unsolicited Gifts

Authority to Accept

The Board delegates to the Superintendent the authority to accept unsolicited gifts on behalf of the District. However, any gift that the potential donor has expressly made conditional upon the District’s use for a specified purpose, or any gift of real property, shall require Board approval.

Once accepted, a gift becomes the sole property of the District.

*Criteria for
Acceptance*

The District shall not accept any gift that would violate or conflict with policies of or actions by the Board or with federal or state law.

Before the Superintendent accepts a gift or recommends acceptance of a gift to the Board, as applicable, the Superintendent shall consider whether the gift:

1. Has a purpose consistent with the District’s educational philosophy, goals, and objectives;
2. Places any restrictions on a campus or District program;
3. Would support a program that the Board may be unable or unwilling to continue when the donation of funds is exhausted;
4. Would result in ancillary or ongoing costs for the District;
5. Requires employment of additional personnel;
6. Requires or implies the endorsement of a specific business or product [see GKB for advertising opportunities];
7. Would result in inequitable funding, equipment, or resources among District schools or programs;
8. Obligates the District or a campus to engage in specific actions; or
9. Affects the physical structure of a building or would require extensive maintenance on the part of the District.

Solicitations

An employee who solicits gifts on behalf of the District or for use in the fulfillment of his or her professional responsibilities shall comply with relevant state and federal law and any District administrative regulations.

All donations solicited on behalf of the District, including solicitations in the name of the District or a campus, or donations solicited using District or campus resources, become the sole property of the District.

OTHER REVENUES
GIFTS AND SOLICITATIONS

CDC
(LOCAL)

Web-Based
Solicitations

An employee may solicit web-based donations of money or items for use by the employee in fulfilling his or her professional responsibilities or for the District's use, including "crowdfunding." However, an employee shall obtain prior approval from the employee's supervisor before using the name or image of the District, a campus, or any student.

**Memorials and
Tributes**

The Board finds that it is in the interest of the District to recognize, from time to time, individuals who exemplify the qualities of leadership, scholarship, and personal achievement, and who serve by their example as role models for the youth of the District.

The Board therefore authorizes the creation of designated locations on each of the District's campuses for the purpose of providing a location or locations for displaying memorials or tributes in a manner consistent with the educational mission of the campus and District.

The use of District property for the purpose of displaying a limited number of memorial or tributary displays shall not interfere with the use of District property for school purposes; nor shall the acceptance of a tribute or plaque in any way limit the District from using District property for school purposes in the future, even if such use shall require removal, relocation, or destruction of the memorial or tribute at some future date. Prior to relocation or removal, a reasonable effort may be made to contact and inform the pertinent individuals concerning the intended action.

The Board reserves the exclusive right to approve any and all memorials and tributes displayed on District property.

Application for
Recognition

An application for a memorial or tribute may be submitted to the Board for its consideration by a class, school, employee, parent, club, or similar organization or may be initiated by the Board.

Recognition by memorial or tribute shall be considered for persons who have made an outstanding contribution to the District as determined by the Board, and for employees, students, or graduates of the District who exemplify the qualities of leadership, scholarship, and personal achievement, and who serve by their example as role models for the youth of the District.

Tributes for a retired employee of the District shall be considered no sooner than one year after the date of the employee's retirement.

Persons being considered for a memorial shall have been deceased for six months prior to being considered for recognition.

Memorials and tributes shall be acquired and installed at no expense to the District.

Memorials and tributes at the A.C. Jones High School campus shall be restricted to pavers to be placed at the designated memorial site, subject to availability of space.

Memorials and/or tributes at other campuses within the District shall be in a form approved by the campus and Board.

The text of any memorial or tribute shall be brief, containing the name of the individual honored together with limited biographical information, such as dates of employment or relationship with the District, years of employment, dates of attendance or graduation (in the case of former students), or dates of birth and death.

Fees

The District may charge a reasonable fee for memorials and/or tributes to cover the cost of acquisition, installation, and maintenance. All memorials and tributes shall become the property of the District, and may be used for any lawful purpose consistent with this policy.