



Office of the Superintendent  
Madison Public Schools  
Madison, CT 06443

Deposit to: D0181JF/59003

### Donation (Cash / Property) to the Madison Public Schools

Completion of this form is required prior to the district's consideration of a proposed donation to the Madison Public Schools. This form is to be completed in its entirety and submitted to the building principal / assistant principal, Athletic Director, or Superintendent prior to receipt of any donated goods, services, or funds. Donations valued in excess of \$1,000 must be approved by the Board of Education. (Reference Policy #3281)

Date Form Completed: December 1, 2022  
Organization / Individual Making Donation: Jeffrey School PTO  
Address: 331 Copse Rd Madison CT 06443  
(Street) (City, State, Zip)  
Daytime Phone #: 203 494 6465  
Description of Donation / Gift: \$3,000 Approximate Value: \$3,000  
Explain how this gift will be used? Support of field trips  
Monetary Gift: Explain how the funds will be used: buses to field trips  
Recipient(s) of Donation (school, athletics program, etc.): Jeffrey School

#### Acknowledgments: (optional)

In honor of: \_\_\_\_\_  
In memory of: \_\_\_\_\_  
Acknowledgement Contact: \_\_\_\_\_  
Acknowledgement Address: \_\_\_\_\_

This request cannot be acted upon before the building Principal / Assistant Principal, Athletic Director, or Superintendent has been consulted concerning this gift. Please provide the name of the person with whom you consulted.

Signature of Person Consulted: Rob Frost

Are there conditions of use attached to the gift: Yes ☐ No ☒

If yes, please explain conditions: \_\_\_\_\_

Are there installation costs, site preparation costs, labor costs, or equipment need for installation, etc? \_\_\_\_\_

If yes, who will be responsible for the costs? \_\_\_\_\_

What is the annual maintenance cost of the donation if any? (be specific) \_\_\_\_\_

Are there additional costs to the school district not indicated above? (be specific) \_\_\_\_\_

(Signature of Donor)

For Central Office Use Only

Accepted by Superintendent: \_\_\_\_\_  
Signature

Accepted by Board of Education on: \_\_\_\_\_  
Date

12/2/22  
Date