



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. The school principal may approve gifts to a school that are valued at \$500 to \$1,000 and meet criteria established by the administrative regulations established in accordance with this policy. Donations valued in excess of \$1,000 must be approved by the Board of Education. (Reference Policy #3281)

Date Form Completed: _____ September 25, 2025 _____

Organization / Individual Making Donation: _____ Jeffrey / Neck River School PTO _____

Address: _____ c/o 180 Mungertown Road, Madison, CT 06443 _____ Phone #: _____ 203-245-6460 _____

Description of Donation / Gift and intended use: _____ To pay for Scholastic, PebbleGo and World Book

Subscriptions for Neck River Elementary School _____ Approximate Value: _____ \$3,850.00 _____ to be

deposited in Neck River Donation Account DO181NG-59003 _____

RECEIVED

SEP 26 2025

Recipient(s) name: _____ Neck River Elementary School _____

Acknowledgements: (optional)

SUPERINTENDENT

In honor/memory of: _____

Acknowledgement Contact: _____ Jeffrey / Neck River School PTO _____

Acknowledgement Address: _____ c/o 180 Mungertown Road, Madison, CT 06443 _____

This request cannot be acted up on before the building Principal / Assistant Principal, Athletic Director, or Superintendent has been consulted concerning this gift. Please provide the name/signature of the person who was consulted.

Signature of Person Consulted: _____ *Rebecca Frost* / Becky Frost, Principal _____

Are there conditions of use attached to the gift/donation: Yes No

If yes, please explain conditions: **To pay for Scholastic, PebbleGo and World Book Subscriptions for Neck River Elementary School**

Are there installation, site preparation, labor, or equipment costs needed for installation, etc.? Yes No

If yes, who is responsible for the costs? _____ Cost included in donation amount. _____

What is the annual maintenance cost of the donation, if any? Yes No

Are there any other additional costs to the District? Yes No

(Signature of Donor)

For Central Office Use Only

Accepted by Superintendent: _____ *[Signature]* _____

Signature Date

Accepted by Board of Education on: _____

Date