

Gift Acceptance Form

Date 3-24-83

Donation to school/location Longfellow

Detailed description of the gift Purchase of garden shed - approx. 7'x4' or 8'x4' depending on availability.

Estimated/actual gift value 1059

Intended use LF Garden Clubs needs a shed for equipment to be available when school is in session & closed.

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

We have 2 experienced carpenter volunteers from the LF community that have offered to install the base & assemble the shed.

Outside vendor required? Yes No
District performing the work? Yes No

Donation timeline As soon as the Board approves. Getting ready for planting season.

Donor (name and address) Longfellow PTO

Principal/Administrator Signature Aey Date 3/24/23

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

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) _____

GIFTS TO THE DISTRICT

The Board of Education appreciates gifts from any educational foundation, other entities, or individuals. All gifts and donations must adhere to the policies and procedures outlined by the Board under Community Relations 8:80 Gifts to the District, which is available on District 97's intranet.

Any item or service with a total value of \$500 or more must be presented to the board for acceptance/approval. In those cases, the superintendent or designee will provide the board with a copy of the written report from the principal or administrator for its consideration.

Individuals should obtain a pre-acceptance commitment before identifying the District, any school, or school program or activity as a beneficiary in any fundraising attempt, including without limitation, and Internet fundraising attempt.

A Gift Acceptance Form must be completed and submitted.