

Gifts

The District Administrator in charge, for the location or department the gift is being offered, shall be responsible for conducting, evaluation and submitting the results to the Superintendent for consideration.

Any gift presented to the district shall satisfy the following criteria:

- A. The purpose or use shall be consistent with philosophy and programs of the district;
- B. The district shall assume only a minimum financial obligation for installation, maintenance and operation;
- C. The gift shall be free from health and/or safety hazards; and
- D. The gift shall be free from a direct or implied commercial endorsement.

If the value of the gift is under \$10,000.00 the Superintendent will make the decision to accept or reject the gift. If the value of the gift is \$10,000.00 or more then the Board will make the determination.

After Superintendent or Board approval has been received the Administrator will supply the Business Office with documentation of the gift. The Business Office will be responsible for processing gifts into the appropriate systems.

All gifts shall become district property and shall be accepted without obligation relative to use and/or disposal.