

MINNETONKA PUBLIC SCHOOLS

#706 GIFTS AND DONATIONS

I. PURPOSE

The purpose of this policy is to provide guidelines for the acceptance of gifts by the school board.

II. GENERAL STATEMENT OF POLICY

The Board of Education of the Minnetonka Public Schools encourages the use of Gifts and Donations to enhance quality education to both students and residents. Participation by the community through gifts and donations better enables the district to share with its customers its vision, mission, and beliefs.

III. REQUIREMENT

- A. Gifts and donations to the District includes monetary or in-kind contributions given to the District by groups, organizations, businesses, or individuals for the purpose of enhancing either the district's educational programs and/or physical facilities.
- B. The proposed use of the contribution must be consistent with District vision, mission, plans and programs.
- C. The source of the contribution must be acceptable to the Board.
- D. Contributions to launch new programs shall not be accepted until a plan is in place for the continuation of such a program once the contributed funds are exhausted. If contributed funds from a single source are tied to the launch of a new program but do not cover the full range of anticipated program costs, the Board must:
 - 1. require that a contribution from additional sources which will cover any remaining costs be in-hand;
 - OR
 - 2. authorize District expenditures to cover any anticipated program costs not covered by the contribution.
- E. Acceptance of the contribution must not result in undesirable or hidden costs to the District.
- F. Contributions to specific school programs shall be free of any entanglement that would place restrictions on those programs.
- G. The Gift or Donation shall not be inappropriate or harmful to the education of students or residents.
- H. The acceptance of a Gift or Donation will not imply or require District endorsement of any product or service.

- I. Acceptance of a contribution shall not be in conflict with any provision of the school policy or public law.
- J. Gifts and Donations revenue is not subject to the same equitability guidelines as revenues generated by local taxes and state and federal aid and therefore can be applied to individual schools if so desired.
- K. The Board makes the final determination on the acceptability of a contribution.
- L. All Gifts and Donations shall become property of the District under the Board's jurisdiction.
- M. Donors will receive special recognition for their contributions unless otherwise stipulated by the donor.
- N. Contributions applied to equipment purchases may be recognized on an attached nameplate or prominent display board, as approved by the Board. Content shall be limited to the name, location, and/or logo of the person, company, or agency making the contribution. Promotions to purchase or otherwise use a donor's particular product or service are deemed to be improper.

IV. IMPLEMENTATION

To ensure maximum utilization of Gifts and Donations, potential donors are urged to consult with the superintendent or designee prior to making a contribution.

[Note: The provisions of this policy substantially reflect statutory requirements.]

Legal References: Minn. Stat. §123B.02, Subd. 6 (Bequests, Donations, Gifts)
Minn. Stat. § 465.03 (Gifts)

Approved: February 5, 2004