

PUBLIC GIFTS/DONATIONS TO THE SCHOOLS

The Windham School Committee may accept, on behalf of the Windham School Department, any bequest or gift of equipment, money, property, or services for a purpose deemed suitable by the Board in accordance with State law. All gifts shall be accepted in the name of the Windham School Department and become the property of the School Department, but may be designated for use in a particular school, department, or location. The Board will officially acknowledge the gifts at a Board meeting and thank the donors in writing.

Any gift or donation valued at under \$2,500, must be recommended by the Building Administration to the Superintendent of Schools.

Any gift or donation valued at over \$2,500, must be approved by the Windham School Committee prior to acceptance.

Only items of legitimate use in the school program shall be accepted. The Board is under no obligation to replace a gift if it is destroyed, lost, stolen or becomes worn out.

Any gift that involves an alteration to facilities or grounds must be pre-approved by the School Committee. Gifts may not be accepted if they involve an excessive cost for maintenance or installation. If installation is required, the gift shall be installed under the supervision of Windham School Department personnel, as appointed by the Superintendent and/or his/her Designee.

The Board will notify in writing prospective donors if their gift cannot be accepted.

The Superintendent shall implement any administrative procedures necessary to carry out this policy.

Legal Reference: 20-A MRSA § 1256 (MSAD)
 20-A MRSA § 4005 (ALL)
 20-A MRSA § 1705 (CSD)

Adopted: October 19, 1983

REVISED: First Reading – April 4, 2007 Second Reading – May 9, 2007