

# School District of Philadelphia

## Policy and Procedures

<b>Subject:</b>	Personal Property
<b>Classification:</b>	Gifts to the School District
<b>Date Issued:</b>	May, 1996
<b>Policy Number:</b>	806.0
<b>Issued by:</b>	Office for Deputy Superintendent
<b>Supersedes:</b>	New
<b>Review Before:</b>	As needed

- I. The Board of Education recognizes that individuals and organizations in the community may wish to contribute supplies or equipment to enhance or extend the instructional program.

EXCERPTS FROM BOARD POLICY #702 are:

- A. The Board has the authority to accept such gifts and donations to the School District or to any school in the District by the passage of a resolution at a public meeting of the Board. (Please refer to section C. below for Home and School gifts and donations.)
- B. The Board reserves the right to refuse to accept any gift which does not contribute toward the goals and objectives of the School District.
- C. The Superintendent of Schools or his/her designee is authorized by the Board to accept gifts or donations by or through a bona fide Home and School Association of the School District upon the certification by the principal that the property is appropriate to the school's purposes and needs. At the end of the school year, the principal shall send to the Superintendent a list of gifts received from the Home and School Association. The Superintendent shall submit to the Board a detailed list of these gifts and donations.
- D. Any gift accepted by the Board or its designee, shall become the property of the School District. The property may not be returned or disposed of without the approval of the Board. The property is subject to the same controls and regulations as are other properties of the School District.
- E. The School District shall be responsible for the maintenance of any gift it accepts, unless otherwise stipulated.

- F. Every effort shall be made to honor the intent of the donor in the use of the gift. However, the Board reserves the right to utilize any gift it accepts in the best interest of the educational program of the District.
- G. The acceptance of a gift by the Board cannot be considered to be an endorsement of a commercial product or business enterprise or institution of learning.

(For additional information see Board Policy #702)