

ANACORTES SCHOOL DISTRICT #103

Procedure No. 6114-P
Management Support

GIFTS OR DONATIONS

Equipment and material which are donated to a school or are brought to the school for temporary use shall be reviewed in terms of suitability and durability and for any possible health or safety hazards. The school principal shall be responsible for selecting other appropriate staff members to assist in the review process. If the equipment and/or materials are found to be unsuitable, the principal shall indicate the reason(s) in writing. If found to be acceptable, the principal will submit a work order for appropriate installation. Donated playground equipment must be referred to the superintendent's office before acceptance is granted. All gifts shall become district property and shall be accepted without obligation relative to use and/or disposal.

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

1. The purpose or use shall be consistent with philosophy and programs of the district;
2. The district shall assume only a minimum financial obligation for installation, maintenance and operation;
3. The equipment shall be free from health and/or safety hazards; and
4. The equipment shall be free from a direct or implied commercial endorsement.

Adoption Date: 2/22/18

Classification: **Discretionary**

Revised Dates: **12.11; 12.12; 06.15**