**WALWORTH POLICY: 840.1**

**ADMINISTRATIVE REGULATIONS**

**GIFTS AND BEQUESTS**

Acceptance of Gifts and Bequests Walworth Jt. District #1’s Board of Education may accept and use any bequest, gift of money or property for a purpose deemed by the Board of Education to be a benefit of School District programs and consistent with District goals.

All gifts and bequests shall become District property to be used at the discretion of the District, including funds raised by non-school groups through fundraising activities whose proceeds go to the District.

Gifts to the school District, exceeding $500.00 must be accepted by the Board of Education. The District Administrator or his/her designee may accept gifts made to the District of a lesser value without formal Board acceptance.

A preferred use specified by the donor shall be taken into consideration in determining the use to be made of the gift.

The District shall not discriminate in acceptance and administration of gifts, bequests, scholarships and other aids, benefits or services to students on the basis of sex, gender identification, race, national origin, creed, pregnancy, marital or parental status, sexual orientation, or physical, learning, emotional, or mental disability. All discrimination complaints shall be processed in accordance with established procedures.

Gifts will not be accepted when they:

1. Result in the association of the District with a person or entity that may be seen as

disreputable or otherwise inappropriate.

2 Bring undesirable or hidden costs to the District.

3. Be inappropriate or harmful to the best education of pupils.

4. Require endorsement of any business or product.

5. Be in conflict with any provision of Board of Education policy or public law.

No school employee is to accept any commission, expense paid trips or anything of value from individuals or companies for promoting equipment or materials required in the operation of the schools. “Operation of the Schools” includes the purchase of materials for the repair and maintenance of the school plant, for the conducting of student classes, for materials and supplies used in school organizations, such as clubs, and for comparable items.

Receipt and Recognition of Gifts

A School District receipt will be provided for all gifts of money. The receipt will indicate the donor, amount received and purpose of the gift.

The funds shall be deposited intact in the designated School District depository as soon as possible.

The District Administrator shall be responsible for the proper accounting of all gifts of money and shall do so in accordance with the Wisconsin Elementary and Secondary School Accounting System.

The Board of Education will publicly recognize individuals, organizations, and businesses that provide a contribution to the District, unless anonymity is requested by the donor.

The Board of Education recognizes that some potential donors would prefer to make an anonymous contribution to the education and future of our children. Such donors are encouraged to contact the District Administrator regardless of the category or size of the contribution. Upon acceptance of such gifts, the Board of Education will make every reasonable effort to guarantee the privacy of the donor.

Walworth Jt. District #1 does not discriminate on admissions to any school, class, program, or activity on the basis of sex, race, religion, national origin, creed, pregnancy, marital status, parental status, sexual orientation, or physical, learning, emotional, or mental disability. All discrimination complaints shall be processed in accordance with established procedures.

**LEGAL REFERENCE:** Wisconsin Statutes, Section 118.13 Non-discrimination

Wisconsin Statutes, Section 118.27 Gifts and Grants

Wisconsin Administrative Code PI 9.03

**CROSS REFERENCE:** 840-Gifts and Bequests

**POLICY ADOPTED:** December 19, 2011

**POLICY REVISED:** January 21, 2013

July 31, 2017