

Marysville School District 25
Use of Personal Football Helmets in School Football Program
Fill out both forms and turn paper copy into your school's Athletic Coordinator

Athletes Name: _____

1. Schools will accept only new helmets approved for the appropriate level of competition with current NOCSAE certification.
 - a. Athlete cannot use a helmet from another person or football program.
2. The helmet will need to be donated to the school district using the Gifts & Donations form. The school maintains control of the helmet at all times and includes the helmet with the school inventory, noting the helmet is to be used only for that student.
3. The school will include the helmet in its recertification process.
 - a. The school will not replace the helmet if it is not recertified or is damaged.
4. When the helmet does not fit any longer, the player will then be fitted with one of the school's helmets.
5. It is the student's responsibility to inform the coaching staff that they have purchased their own helmet each year at equipment checkout and check in.

Helmet Brand: _____

Helmet Style: _____

Helmet Size: _____

Initial Season Date (must be the current season) From Manufacturer: _____

Parent Signature: _____ Date: _____

School Athletic Coordinator Signature: _____ Date: _____

Gifts and Donations of Materials, Funds, and Services to MSD

No. 25

[The]

Name

Address

City, State, Zip

hereby gives to the Marysville School District:

_____ a monetary grant of \$_____ (check attached)
(to be credited to account code #) 10 R 960 _____ 25 _____

_____ Equipment or property with an **estimated value of \$** _____
Specific Description of equipment/ property: _____

This donation is intended for the specific purpose of:

_____ or select
purpose below:

- | | | | | |
|--|---|--|---|---|
| <input type="checkbox"/> BASIC EDUCATION | <input type="checkbox"/> ART | <input type="checkbox"/> EARLY CHILDHOOD | <input type="checkbox"/> NATIVE AMERICAN ED | <input type="checkbox"/> DISTRICT SUPPORT/ PROGRAMS |
| <input type="checkbox"/> OPPORTUNITY EXPO | <input type="checkbox"/> BAND | <input type="checkbox"/> CTE | <input type="checkbox"/> FOOD SERVICE | <input type="checkbox"/> PLAYGROUND EQUIPMENT |
| <input type="checkbox"/> EXTRACULAR ACTIVITIES | <input type="checkbox"/> HIGHLY CAPABLE | <input type="checkbox"/> S H O P P | <input type="checkbox"/> SPECIFIC LOCATION: _____ | |

It is understood by the contributing person or organization and the District that:

- The grant/donation will be used for its intended purpose as proposed by the contributor.
- Failure to use a financial grant for its intended purpose on or before: _____ (Note: recommended a minimum 90 days following deposit of the contribution in the Finance Department) will result in the funds being refunded to the contributor.
- Equipment or property obtained as a result of this contribution becomes the exclusive property of the School District. However, the School District agrees to maintain the above-described property at the described location for a period of not less than _____ years from the date of purchase or contribution.
- In return for ownership of property obtained by this contribution, the School District assumes complete responsibility and liability for maintenance, storage, care and utilization of the property.
- Procedures on the reverse of this form have been followed.

Hereby offered by:

Contributor/Officer Signature

Title

Date

Contributor/Officer Signature

Title

Date

Following consultation with:

Principal/Department Head Signature

Print Name

Date

____ Approved _____ Disapproved following Board consideration on _____

Superintendent Signature

Date

(Submit to Finance Department)

Gifts and Donations of Materials, Funds, and Services to MSD No. 25 Procedure:

- ❑ **Step One:** Contributor complete Form Fin.F-014 (reverse), include signature(s) of contributors. Submit form to building Principal or Department Head. In some circumstances, contributor(s) may need to consult with building Principal, Department Head, or Superintendent (or designee) to discuss. If fundraising is planned, this should occur first.
- ❑ **Step Two:** The Principal will confer, *if necessary*, with the appropriate central office administrator(s) associated with the specifics of the proposed plan, for example:
 - ✓Facilities/Maintenance (i.e., playground equipment)
 - ✓Technology (i.e., computers)
 - ✓Instructional Programs (i.e., field trips)
- ❑ **Step Three:** Principal or Department Head will respond to persons wishing to make the donation by signing the form and sending a copy back to the contributor (for donations over \$100.00).
- ❑ **Step Four:** The Principal or Department Head submits form and copy of the InTouch receipt to the Finance Department for placement on the board meeting agenda. Due to audit requirements, the school or Finance Department will deposit monetary donations immediately. If the Board does not approve the donation, the donor will be reimbursed.
- ❑ **Step Five:** Contribution information is presented to the Board for consideration at the next regular session board meeting. Signed form indicating approval or decline is returned to the Finance Department.
- ❑ **Step Six: If approved,** the donor makes arrangements with the accountable administrator for delivery of equipment or property to the designated school site.
- ❑ **Step Seven:** Principal (Superintendent of Schools in the case of district-wide contributions) maintains responsibility for ensuring expenditure of funds in accordance with the donation agreement and will monitor the project to ensure it is completed in a timely fashion, keeping the local contributor, PTA/PTSA, or other organization apprised of the progress of the project.

Reference: Marysville School District Policy 6114