

## PUBLIC GIFTS TO THE SCHOOLS – REGULATION

The school building administrators, division departments, or the school board may accept gifts, grants, and bequests from individuals, estates, corporations, other governmental units, similar organizations. However, these gifts must be free of any restriction contrary to law. Waynesboro Public Schools or the School Board is not in any way compelled to accept any gift, and does so only at its own discretion.

The following guidelines must be observed in accepting gifts to the school or school division from individuals or organizations:

1. Requests to make a gift valued at \$1,000 or more must be approved by the principal of the receiving school and the division superintendent.
2. The School Board shall act on offers of gifts to schools or to the school division of \$1,000.00 or more.
3. All offers of gifts to schools valued less than \$1,000 shall be approved by the building principal as outlined by this regulation.
4. Any gift to the school or school division must be accompanied by a statement from the donor passing title to the school and/or school division.
5. The Finance Director is to be notified of gifts of vehicles, motorized equipment, structural additions to property, etc. for the purpose of securing appropriate liability or insurance coverage and licenses.
6. Gifts will not be accepted that are a condition of advertising or otherwise promoting the interests of any commercial or other non-school organization, except with the approval of the division superintendent.
7. Form Letter KH-F is to be completed and signed by the donor, principal, and School Board representative, as applicable.

Adopted: January 10, 2017

---



---

Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-126.

Cross Ref: FFA Naming School Facilities  
 KJ Advertising in the Schools  
 KQ Commercial, Promotional, and Corporate Sponsorships and Partnerships