

DONATIONS AND BEQUESTS

The Ledyard Board of Education recognizes that parents, community organizations, and businesses hold an interest in the quality of public education and may offer to support that interest with donations of money, time, expertise and/or materials to individual schools or to the District as a whole. While the good intentions of potential donors are greatly appreciated, the Board has the obligation to ensure that any such donations are in harmony with the educational program and mission of Ledyard Public Schools. School districts are public institutions fully supported by State, Federal and local taxes, and the Board has a clear responsibility to protect students, staff, and their families from exploitation by the special interests of groups or individuals. Donations may be accepted to enhance the quality of the educational program but are not to be used to supplant public funding for education.

In general, to be acceptable, a donation will:

- Have a purpose consistent with the educational mission of the District;
- Not add to staff workload;
- Not cause undesirable or hidden costs to the school system;
- Not place restrictions on the Board or Ledyard Public Schools;
- Not be inappropriate or harmful to the best interests of students or the educational program;
- Not imply endorsement of any business or product;
- Not be in conflict with any provision of Board policy or public law;
- Not remove any portion of the public school facilities from control of the Board; and
- Be offered by a donor acceptable to the Board.

Nothing in this policy prohibits parents from providing incidental items for use in elementary classrooms. Donations of such items may be made directly to the classroom teacher. However, any monetary donations for classroom support must be made through the building Principal.

All potential donations valued at \$100.00 or more must be accompanied by a letter from the donor explaining the nature of the donation, the intended purpose of the donation, and any restrictions accompanying acceptance of the donation.

Building Principals may approve the acceptance of donations of up to \$500.00 in value, subject to the requirements and limitations of this policy and any attendant regulations. The building Principal, or his/her designee, shall forward to the Superintendent a record of accepted donations identifying the donor, the nature of the donation, and its use to enhance the educational program within the school.

Potential donations from booster clubs or other such organizations in support of programs at Ledyard Middle School or Ledyard High School shall be reviewed by the applicable program director before being submitted to the building Principal.

For any potential donation that a building Principal believes does not meet the acceptance criteria listed in this policy or otherwise feels that it is not in the best interest of the school to accept the donation, the building Principal shall forward to the Superintendent an explanation as to why the donation should be declined.

The Superintendent may approve the acceptance of donations of up to \$5,000.00 in value, subject to the requirements and limitations of this policy.

For any potential donation that the Superintendent believes does not meet the acceptance criteria listed in this policy, or otherwise feels that it is not in the best interest of the District to accept the donation, the Superintendent shall inform the donor in writing as to why the donation is not acceptable. Additionally, the Superintendent shall inform the Board of any rejected donations.

The Board must approve the acceptance of any potential donation that:

- Is valued at greater than \$5,000.00;
- Requires the commitment of staff resources to implement;
- Involves the alteration, construction, or renovation of school facilities; or
- Requires the commitment of Board funding, present or future, to implement or sustain.

All donations and bequests, once accepted, become property of the District. For each accepted donation, the building Principal, the Superintendent or the Board Chairperson, as appropriate, shall send the donor a letter of appreciation acknowledging the donation.

Annually in May or June, the Superintendent shall provide the Board with a list of all donations accepted by him or her and by the building Principals.

At least annually, the Board shall review the investment of any funds or bequests held in trust for use by the District and may change the investment of such funds by a vote of the Board.

ONLINE FUNDRAISING/CROWDFUNDING

Online fundraising campaigns through various websites have become an increasingly popular mechanism for individual educators to raise money. "Crowdfunding" can be defined as, the use of small amounts of capital from a large number of individuals to finance a project, business venture, or to fundraise for a specific cause or charity.

District employees shall comply with all of the following provisions relating to online solicitations and the use of crowdfunding services for school-related purposes. All property and proceeds received as a result of online fundraising or solicitation as the result of a crowdfunding service become the property of Ledyard Public Schools. As a result, no online fundraising may occur except as provided below:

1. The school Principal, subject to the approval of the Superintendent or his/her designee, shall approve all online fundraising activities prior to any employee posting any such fundraising solicitation.
2. Employees may only use crowdfunding services that send the items or proceeds solicited by the employee directly to the school where he or she is employed.
3. The employee must verify under the crowdfunding services' terms and conditions that he/she meets all requirements for such solicitation.
4. Any employee seeking to display or post a picture of a District student in conjunction with a fundraising solicitation must secure the written consent of the student's parents/guardians.
5. If an employee's proposal is approved by the crowdfunding service, the employee agrees to use the donated materials solely as stated in the employee's proposal.
6. If a solicitation is not fully funded within the time period requested by the crowdfunding service, donations will be returned to the donor or to the employee as "account credits."
7. If for any reason, a solicitation cannot be concluded (for example, the employee no longer works at the original school), donations shall be returned to the donor or to the employee as "account credits."

8. Solicitations shall be for educational purposes.
9. Any solicitation of “personal items” (for example, winter coats, nutritional snacks) shall benefit students directly.
10. Unless otherwise approved by the Superintendent or his/her designee in writing, all goods and/or proceeds received through any online solicitation shall become the property of the Board and not of the individual employees who solicited the item(s) or funds.
11. To the extent an employee solicits any technology or software, the employee shall secure the prior written approval of the Director of Technology or his/her designee prior to any such solicitation.
12. The Board reserves the right to deny approval of solicitation of any funding or grant application or to refuse acceptance of any funds awarded or donated.

Legal References: Connecticut

General Statutes

- 7-401. Definitions.
- 7-403. Deposit of funds in custodian account.
- 10-76c. Receipt and use of money and personal property.
- 10-212d. Availability of automatic external defibrillators in schools. 10-228b.
- Tax credits for donation of computers to schools.
- 10-237. School activity funds.

34 CFR 100 – Non-Discrimination Under Programs Receiving Federal Assistance Through the Department of Education, Effectuation of Title VI of the Civil Rights Act of 1964

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LEDYARD PUBLIC SCHOOLS
Ledyard, Connecticut