



WINOOSKI SCHOOLS

We are the future.

PROCEDURE WSD307: GIFTS

1. Anyone wishing to donate a gift to any school or the District in general shall be referred to the appropriate building Administrator. It will be the responsibility of the Administrator to notify the Superintendent regarding the gift.
2. The Administrator will weigh the wisdom of accepting such a gift and discuss the matter with appropriate parties. If the value of the gift is \$500 or less, the Principal shall make the decision to accept, or not. If the value of the gift exceeds \$500, the Superintendent shall make the decision to accept, or not.
3. Gifts, which include commercial advertisements on school property, will not be accepted. This condition may be waived by the Superintendent on a case-by-case review.
4. With the exception of the Yearbook, school publications shall not include advertisements. This condition may be waived by the Superintendent on a case-by-case review.
5. Members of the Board of School Trustees and Senior Administrators will not accept gifts of any value for personal use to avoid conflict of interest issues.

Reviewed and Updated: December 6, 2019