

QUEEN ANNE'S COUNTY PUBLIC SCHOOLS

Policy Title: Gifts, Bequests, Donations and Solicitations
Policy No.: 303

Scheduled Reads

1st Read: January 18, 2023
2nd Read: February 1, 2023
Approval: March 1, 2023

Attachment(s): Click or tap here to enter text.

AGENDA ITEM FOR THE BOARD OF EDUCATION

X **Information/Review** *(This is the first reading for this policy before being posted on the school district's website for the public comment period, after which it will be brought back to the Board for the second reading with any revisions as appropriate.)*

_____ **Second Reading** *(This is the second reading for this policy. Edits as a result of public comment are included. Also included are recommended edits by Board members or Administration.)*

_____ **Action** *(The Superintendent recommends approval of this Policy subject to final edits for format and style.)*

STAFF PRESENTATION: Jane K. Towers
FISCAL IMPACT: None
DOLLAR AMOUNT: N/A

BUDGETED: N/A
BUDGET SOURCE: N/A

SUBJECT:
Gifts, Bequests, Donations and Solicitations

BACKGROUND:
To update current policy

DISCUSSION:
Click or tap here to enter text.

POLICY Board of Education of Queen Anne's County

Responsible Office:	Finance
----------------------------	---------

~~GIFTS OF EQUIPMENT, BOOKS, ETC.~~ GIFTS, BEQUESTS, DONATIONS AND SOLICITATIONS

~~Gifts of equipment, school supplies, and money may be accepted from PTA and community groups with the approval of the Board of Education with the understanding that they become the property of the Board of Education and may be used as a school deems advisable. Gifts of books, etc. shall be accepted only if they are usable and appropriate. Such gifts should be inventoried in the prescribed manner.~~

I. PURPOSE

The purpose of this policy is to establish the requirements for acceptance of gifts, bequests, donations and solicitations.

II. POLICY STATEMENT

The Board of Education welcomes gifts, bequests, and donations from individuals, organizations, corporations, and entities that enhance the educational or extracurricular experiences of students. Sound accounting and financial reporting principles, and solicitation standards shall be established for solicitations, as well as the acceptance of gifts, bequests, and donations. QACPS shall comply with all applicable federal, state and local laws.

III. DEFINITIONS

IV. POLICY ELEMENTS

V. IMPLEMENTATION

The Board directs the Superintendent to implement this policy.

VI. POLICY REVIEW

This policy is to be reviewed by the Finance Office every four years after its initial adoption.

VII. SPECIFIC REFERENCES TO TITLES, DEPARTMENTS, OR LAWS

VIII. EFFECTIVE DATE

Date: Click or tap here to enter text.

Patricia W. Saelens, Ed.D.
Superintendent, Queen Anne's County Public Schools

HISTORY:

Initial Adoption	07/07/93	Revised	01/18/23	Reviewed	--/--/----	Next Review	01/18/27
-------------------------	----------	----------------	----------	-----------------	------------	--------------------	----------