



1.0 Purpose

- 1.1 The Nord Country School Governing Board encourages gifts and donations from our families, community members and supporters. Additionally, the Board recognizes that not all gifts and donations are appropriate. The purpose of this policy is to ensure that gifts and donations are not only reviewed for appropriateness but also recognized and appreciated.

2.0 Acceptance and Recognition of Gifts and Donations

- 2.1 All gifts and donations shall be recognized by the Board at the next regularly scheduled Board meeting and recorded in the minutes.

3.0 Unacceptable Gifts

- 3.1 Although we appreciate any donor who is interested in donating a gift to our organization, the School will not engage in any of the following gift receiving practices:
 - 3.1.1 Accepting gifts that violate federal or municipal laws;
 - 3.1.2 Accepting gifts that require the School to provide special consideration or treatment to any client, donor or entity;
 - 3.1.3 Accepting gifts that require the School to deviate from its normal hiring, promotion or contracting procedures;
 - 3.1.4 Accepting gifts in any cash amount without first being approved by the Administrator;
 - 3.1.5 Accepting contributions in the form of property, patents, licenses, trusts, bequests, retirement plans, life insurance and securities;
 - 3.1.6 Accepting gifts from organizations whose core activities may be in direct conflict with the mission of the School or which may limit our ability to provide our services.
- 3.2 The School respectfully reserves the right to refuse any gift it believes is not in the best interest of the organization.
- 3.3 School employees may not accept any gifts on the School's behalf without the prior consent of the Administrator. Under no circumstances shall a School employee accept monetary gifts (other than of nominal value, such as \$100 or less) consisting of but not limited to: gift certificates, coupons, or entertainment tickets, etc.
- 3.4 The only gifts acceptable for a school employee to receive without the prior consent of the Administrator are those marginal, peripheral gifts including small food baskets or edible treats (i.e. food baskets, chocolate treats, pastries, gifts of nominal value under \$100, etc).

4.0 Adoption and Review

- 4.1 Originally Adopted: 6/7/2005
- 4.2 Most Recent Review: 4/24/2024