

PUBLIC GIFTS AND NAMING TO THE SCHOOLS

Gifts from organizations, community groups and/or individuals, which will benefit the Sunapee School District (SSD) shall be encouraged. A gift shall be defined as money, real or personal property and personal services provided without consideration.

Acceptance of Gifts/Donations

Any gift presented to the Sunapee School District must be accompanied by a letter to the Superintendent from the donor identifying the subject and purpose of the gift and any restriction that may apply for official action or recognition of the Sunapee School Board (SSB). All gifts shall be accepted in the name of the district and become property of the district, but may be designated for use in a particular school or department. The board will officially acknowledge the gifts at a board meeting and thank the donors in writing.

Gifts with a value of \$500 or less may be accepted by the Superintendent subject to the criteria listed below, and a written report shall be provided to the SSB. Proposed gifts with a value of \$500.01 or more shall be acted upon in public session by the SSB. Proposed gifts with a value of \$5000 or more shall require the SSB to hold a public hearing regarding any action to be taken with the gift.

When considering acceptance, the SSB shall use at least the following criteria:

- a. Is the purpose consistent with the mission and goals of the SSD.
- b. Will it involve significant costs for installation or maintenance, or initial and continuing financial commitments from school funds.
- c. Will it place restrictions on the school program.
- d. Will it be inappropriate or harmful to students.
- e. Will it imply endorsement of any business or product.
- f. Will it be in conflict with any provision of SSB policy or applicable state and federal law.

Individuals, groups, or businesses contemplating a gift to a school or the district shall be encouraged to discuss in advance with the Superintendent and/or Principal what gifts are appropriate and needed.

Any gift accepted shall become the property of the SSD and are subject to the same controls and regulations that govern the use of all district-owned property. SSB shall be responsible for the maintenance of any gift it accepts. Only items identified by the district for legitimate use in the school program shall be accepted. The board is under no obligation to replace a gift if it is destroyed, lost, stolen or becomes worn out. Costs for the maintenance

and/or installation must be considered prior to acceptance of any gift. If installation is required, the gift shall be installed under the supervision of district personnel.

At the time of acceptance of the gift, there will be a definite understanding with regard to the use of the gift including whether it is intended for the use at one particular school or all schools in the district. The SSB will make every effort to honor the intent of the donor in its use of the gift.

Naming

Naming of the district's facilities, including buildings, gymnasiums, fields, classrooms and or any other area on school property is the sole responsibility of the Sunapee School Board. In general, there are two ways property owned by the district will be named after an individual, organization or company:

Significant Donation

Where naming rights are to be offered or implemented as a component of a fund raising drive or donation for the construction or enhancement of a facility, the board has established specific criteria as a financial percent (51%) must be raised or donated of a major project whose total cost exceeds \$200,000. All requests should be directed to the Superintendent.

Extraordinary Contribution

Special requests to name buildings or other facilities in honor of people who have demonstrated extraordinary accomplishment for the betterment of the district's education program or alumni who have distinguished themselves in a similar fashion. The contribution may be long term service to the district that had a significant impact on the success and/or well-being of students.

The person or organization being honored by naming of a facility must represent the ideals and values of the district. The board reserves the right to decline any donation. Facilities will not be named for persons who are currently employed by the district or active in its operations or those who currently hold any public office. All requests should be directed to the Superintendent.

The district has the exclusive discretion to determine whether to pursue, accept or decline an opportunity to name facilities. The factors to be considered by the district include, but are not limited to:

- The extent to which a naming opportunity limits or restrains the district's discretion or its ability to pursue other opportunities:
- The duration of the arrangement or agreement and the district's ability/discretion to terminate the arrangement/agreement:
- The extent to which the naming opportunity imposes any obligation on the district, either presently or in the future, financial or otherwise and whether the opportunity is subject to conditions acceptable to the district:
- The extent to which the naming opportunity constitutes a conflict of interest or creates the appearance of or potential for a conflict of interest:

- The extent to which the naming opportunity affects the appearance of district property or disrupts the operation of the district, and
- The extent to which the naming opportunity interjects advertising or commercialism into the schools or classrooms.

The district is interested in naming opportunities that reflect positively on the district. The district will not accept naming opportunities from individuals or organizations that would negatively represent or portray public education, are inconsistent with other district policies or with any applicable law, are related to tobacco, illegal drugs, alcohol or weapons, have products/services that are incompatible with a child's well-being or negatively impact school programs and services or are otherwise objectionable as determined by the district in its exclusive discretion. The district reserves the right to alter the naming if at any time the naming has been determined to not represent the district values and beliefs.

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