

## **GIFTS AND DONATIONS**

The Jefferson Davis Parish School Board recognizes that individuals and organizations may want to contribute or donate money, supplies, equipment, and/or property to the School Board or school district to enhance or extend school district programs or facilities. The School Board shall encourage community groups, organizations, and individuals to assist the School Board in providing material and financial resources to the School Board or schools which otherwise might not be available.

The Jefferson Davis Parish School Board may accept and administer any donation that may be made to it for educational or literary purposes and shall enumerate details of the contents of such donations in a document made publicly available on its website. If accepted, the School Board as donee shall administer the property entrusted to them in conformity with the directives contained in the act of donation and for that purpose the School Board is vested with all the necessary powers of administration. The School Board reserves the right, however, to examine the provisions of any and all prospective donations to a school, the School Board, or a School Board-related entity to ascertain the propriety of the donation.

Unrestricted donations may be accepted by the School Board, or any school, subject to approval guidelines of the School Board. Items donated to schools may be retained by the receiving school under the ownership of the Jefferson Davis Parish School Board. The School Board shall retain the discretion to remove, repair, or modify any item which it considers obsolete, worn-out, or unsafe. Principals shall be required to keep a permanent record of donations received by the school from community groups, organizations, or individuals, exclusive of funds raised by the school or funds provided by students for special activities, such as field trips.

### Guidelines

All monetary donations greater than \$250 to the School Board or to any school shall require School Board approval. Acceptance of any gift/donation shall be conditioned on the following criteria:

1. Shall be for a purpose consistent with the mission, objectives and goals of the school district;
2. Shall not create significant, ongoing inequity of programs and/or facilities available to students within or between schools in the parish;
3. Must be recommended by the Superintendent/principal;
4. Shall not obligate the School Board to financial support or continuing costs without the School Board's specific approval;

5. For any gift/donation in the form of equipment, the property must be considered high quality and meet certain acceptable standards established by the School Board;
6. Shall not imply endorsement of any business or product; and
7. Shall comply with all pertinent provisions of School Board policy, and applicable state law, and any related district regulations, standards, or specifications.

#### GIFTS TO PERSONNEL

No public servant shall solicit or accept, directly or indirectly, anything of economic value as a gift or gratuity from any person or from any officer, director, agent, or employee of such person, if such public servant knows or reasonably should know that such person:

1. Has or is seeking to obtain contractual or other business or financial relationships with the public servant's agency, or
2. Is seeking, for compensation, to influence the passage or defeat of legislation by the public servant's agency.

No public employee shall solicit or accept, directly or indirectly, anything of economic value as a gift or gratuity from any person or from any officer, director, agent, or employee of such person, if such public employee knows or reasonably should know that such person:

1. Conducts operations or activities which are regulated by the public employee's agency.
2. Has substantial economic interests which may be substantially affected by the performance or nonperformance of the public employee's official duty.

In no event shall any employee, volunteer, or any other person affiliated with the Jefferson Davis Parish School Board make any commitment, obligation, or offer in exchange for any gift to the School Board.

#### Gifts From Vendors

Vendors shall be encouraged to benefit the school district by such incentives as reduced prices rather than benefiting individual employees by gifts. Employees of the Jefferson Davis Parish School Board shall not be permitted to accept personal gifts.

SCHOOL FUND EXPENDITURES

School funds shall not be used to provide any form of gift to an employee, and no employee shall accept such gift; except that which is dedicated for that specific purpose.

Revised: May, 2006

Revised: September 21, 2023

Ref: La. Rev. Stat. Ann. §§ 17:381, 17:382, 17:383; Board minutes, 6-15-06, 9-21-23.