

## **Business and Non-Instructional Operations**

### **Gifts, Grants, and Bequests**

The Board of Education may accept on behalf of and for the schools any bequest or gift of money or property for a purpose deemed by the Board of Education to be suitable, and to utilize such money or property so designated.

The Superintendent of Schools shall set up criteria to be met in the acceptance of gifts, and the procedure for examining and evaluating offers of gifts to the district.

All gifts shall be accepted for the school district as a whole, and not for a particular school. At the discretion of the Superintendent, the gift may be used in a particular school.

### **Gifts and Donations Through Crowdfunding**

For the purposes of this policy, crowdfunding is the process of requesting a specific gift or donation to fund a specific purchase or project, typically through websites or social media designated for this purpose. Crowdfunding does not include requests for donations the District makes using the District's own website or social media.

Crowdfunding is a unique form of fundraising. Therefore, the following rules will apply whenever the District, a District employee, or other volunteer or agent of the District seeks gifts and donations through a crowdfunding website intended to benefit the District, District employees acting in their capacity as District employees, or the District's students. Before any donation is requested, the building Principal, must be informed of the request to ensure that the request does not conflict with other fund-raising efforts or, if classroom supplies or other property is requested, that the District does not already have the requested supplies or the District can adequately support, store or maintain the gift if received.

All donations or gifts that are requested using the District's name, referencing the employee's position with the District even if the District is not named, or requested on behalf of the students specifically or in general are considered District property. The Superintendent or his/her designee will be informed if donations or gifts are received using crowdfunding so that the gift may be appropriately acknowledged by the District, and the donation may be deposited in the appropriate District account or a gift may be inventoried.

Legal Reference:       Connecticut General Statutes  
                               7-194 Powers.  
                               10-9 Bequests for educational purposes.  
                               (3281- School Fundraisers)

Replace Brookfield's Version with CABE's: 12/18/19

**BROOKFIELD PUBLIC SCHOOLS**  
 Brookfield, Connecticut