

## **GIFTS AND BEQUESTS TO THE COUNTY OFFICE OF EDUCATION**

### **Authority**

The Monterey County Board of Education (County Board) and the Monterey County Superintendent of Schools (County Superintendent) may accept any bequest or gift of money or property on behalf of the Monterey County Office of Education (MCOE) for the benefit of any school or department administered by the County Superintendent.

If a gift has a fair market value of \$5,000 or less, approval to accept shall be decided by the County Superintendent. Acceptance of a gift in excess of \$5,000 (\$5,001 or more) in fair market value shall require County Board approval.

### **Criteria for Acceptance**

To be acceptable, if approved as part of the budget, a gift must satisfy all the following criteria:

1. Does not create an unreasonable burden to implement or maintain
2. Does not begin a program which the County Board and County Superintendent would be unwilling to continue when the donated funds are exhausted
3. Does not entail undesirable or hidden costs
4. Places no restrictions on MCOE programs
5. Must not be inappropriate or harmful to the best education of students
6. Does not imply endorsement of any business or product
7. Does not attempt to influence any decision of the County Board or County Superintendent.
8. Does not conflict with any provision of the Education Code or other statutes
9. Must have a purpose consistent with those of MCOE's mission

Gifts of books and instructional materials shall be accepted only if they meet MCOE criteria.

***Restrictions***

All gifts and bequests shall become the property of MCOE. With approval of the County Superintendent or designee, a donor's request that the gift be designated for a particular school or program will be allowed.

Use of the gift shall not be impaired by restrictions or conditions imposed by the donor. The County Board and County Superintendent will try to follow the donor's wishes insofar as they do not conflict with MCOE philosophy or operations.

Gifts and bequests must be accompanied by a letter of suitable statement from the donor for recognition by the County Board or the County Superintendent. All gifts and bequests should be acknowledged by a letter of appreciation by the County Superintendent.

*Legal Reference:*

EDUCATION CODE

35160 Powers and duties of school board

35160.2 "School District" defined

Adopted: 11/06/96

Revised: 04/05/17