

Community RelationsGifts to the School District

The Board of Education welcomes monetary and material contributions or other types of citizen contributions to the general school program. All donations become the property of the School District and will be used in the interest of all of the children of the School District.

The Superintendent or Board of Education may accept gifts for use by the school system provided restrictions are not placed on its use that discriminate among students on any basis, such as gifts which limit the Board of Education or faculty in performing the duties necessary in operating the school. Memorials may be accepted in the name of the donor for purchase of school facilities.

The Holdrege Education Foundation is recognized as an appropriate tax-exempt charitable organization for receipt and management of such gifts.

Gifts to School Employees

Pupils and patrons should not in any way be encouraged to give personal gifts to school personnel. However, if such gifts are offered, school personnel should minimize such acts and not give publicity or public recognition to such gifts or praise the donor.

Gifts by School Employees

Gifts to students by their teachers or other employees who serve the student as part of their employment are not to be made. Exceptions are allowed for a homebound or seriously ill child, and in other cases where administrative approval has been given.

Memorials

Memorials that contain or would cause any of the following to occur may be rejected by the board of education.

1. Memorials that contain the name and/or picture of the deceased.
2. Memorials that may alter the routine of a regular school instructional day.
3. Memorials that require the retirement or discontinues use of school property.
4. Memorials that require the altering of school property or school publications.
5. Memorials that require the altering of school activities or the school's activities schedule.
6. Memorials that infringe on the separation of church and state.
7. Memorials that require the use of public funds to purchase, develop, or maintain.

Appropriate options for memorials may include:

1. Scholarships established in the names of the students/staff.
2. Furniture, equipment, books, or other instructional materials given to the school. These items should either remain unlabeled or follow the guidelines of the Sunset Memorial below, if appropriate.
3. Sunset Memorials are memorials that are time limited and, therefore, would not be left in

the school building for unlimited years after the death of the student or staff member. Some guidelines for time-limited memorials are:

- Memorials will be for students who were enrolled in the school at the time of their death.
  - Memorials will remain in the school for one year following the student's attendance at that level. At that time, the memorial will be returned to the family. In the case of a memorial for a staff member, the memorial will remain in the school for the duration of the current students at that level.
4. Memorials for students in a school-sponsored yearbook or newspaper will be in accordance with the district policy on student publications and the district curriculum goals for journalism classes. Publication staff will confer with both the school principal and a leader from the district's crisis response team before publishing a student memorial.

Date of Adoption: June 13, 2005

Revised: April 9, 2007