# DONATIONS

## Background

The Board considers it desirable to recognize and acknowledge the contributions made by donors.

## Procedures

1. A donation to the school may be accepted or refused by Senior Administration (or designate).
2. Once a cash donation or merchandise donation is accepted, it immediately becomes the property of STEM Collegiate Society.
3. Where a donor places a restriction on the use of any donation, the school will endeavor to comply with the wishes of the donor but reserves the right of final decision over the use of that donation. Where a restriction cannot be fulfilled by the school, the donation will be returned in its entirety to the donor.
4. Cash Donations
   - 4.1. All cash donations are gratefully accepted.
   - 4.2. All cash donated to the school shall be receipted, recorded and accounted for in the appropriate manner including a clear indication for the purpose for which the donation is made.
5. Donations in Kind
   - 5.1. Donations in kind may be accepted if compatible with the school's needs.
6. Donations may be acknowledged in the following ways:
   - 6.1. letter from the Charter Board, the Superintendent and/or the Principal;
   - 6.2. mention in school communications.

**Approved:** August 2023