

## STUDENT INCENTIVES

### Definitions

- A. Prize:  
Something of value conveyed as a result of chance, generally for promotional purposes, to one or more participants in a District-sponsored event.
- B. Award:  
Recognition or something of value conveyed as a result of competition, merit or in recognition of service to the District on the part of the recipient.
- C. De minimis:  
Minimal value, a small amount, lacking significance or importance, having little or no impact on public funds, so minor as to merit disregard.

### Award/Prize Values

In determining whether an incentive is a de minimis amount, the District will consider whether the amount is insignificant to a recipient for tax purposes and insignificant to the District. De minimis values shall be defined as follows:

- 5% of total fund raising revenues may be disbursed as awards/prizes to participating students. The value of an individual student award/prize may not exceed \$25.
- Gift cards may be purchased as an award or prize, but may not exceed \$25 in value. Gift cards may not be purchased for use by the District.
- Exceptions will be allowed for schools with only one annual fund raiser. In this event, student prizes or awards cannot exceed \$250.
- An aggregate of no more than 0.001% of the annual budgeted District expenditures may be disbursed in total District funds for the purchase of awards/incentives for employees and students combined.

### Gifts

The District is prohibited from using public funds to provide gifts.

Examples of prohibited gifts are:

- A. The District cannot provide refreshments at a separate non-school event at District expense. The District may provide light lunches or refreshments for volunteers during or near the time the services are provided.
- B. The District cannot pay the cost for staff to attend an optional training program. If training is required the District may pay with District funds.
- C. Flowers purchased for celebrations or to express sympathy.
- D. Food, clothing or other items purchase for someone in need.

### Donations

All third party donations (Booster, Parent Teacher Organizations, Foundation, etc.) received that are less than \$1,500 that are to be used for the purchase of awards/incentives must have the prior approval of the building administrator. Donations in excess of that amount must have the prior approval of the Board of Directors.

### Associated Student Body (ASB) Fundraising – Individual Student Incentives

All property and money acquired by the Associated Student Body (ASB), except private non-associated student body funds, are District funds and will be deposited and disbursed from the District's ASB program fund. The District may use a portion of ASB funds to award individual students efforts for fundraising that is related to ASB activities, but only if the activity is for a legitimate school purpose (academic achievement) and spending is in accordance with the board-approved budget.

*Example:* ASB students raise money for student body activities. The student who raises the most money receives a pizza certificate incentive from ASB funds in recognition of their efforts. This is an acceptable incentive.

### Corporate Incentives

Corporate incentives provided to the District for the benefit of students become District property.

If the incentive is made to an individual student directly from the corporation, the incentive becomes the personal property of the student and is not calculated as an incentive provided by the District. In order to be considered personal property, the incentive at no time may be presented to the District or be in possession of the District.

Any vendor, group or organization that offers student incentives to support the District, must communicate with the District, prior to providing the incentive to ensure its efforts are compatible with the District's educational goals. The District reserves the right to reject any student incentive that would not serve the interests of the District.

Prizes or awards provided to the ASB by outside vendors must also fall within the individual and District limits.

### Recording Incentives

Incentives received will be recorded by the school. This will allow parents and teachers to view incentives provided to students and will also allow each school to analyze the distribution of incentives.