Superintendent Procedure 3515SP
Student Awards, Prizes, and Incentives

Approved by: *s/Denise Juneau* Date: 5/14/20

Denise Juneau, Superintendent

Definitions:

A. Awards, Prizes and Incentives: Recognition or something of value conveyed as a result of competition, merit, participation or in recognition of service to the district on the part of the recipient.
B. 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:

The district will consider any award amount equal to or less than $25.00 (twenty-five) dollars to be *de minimis*, except for awards for the senior class. The district will consider any award amount for the senior class equal to or less than $50.00 (fifty) dollars to be *de minimis*. The district will consider that the amount is insignificant to a recipient for tax purposes and insignificant to the district.

Example: A $25.00 (twenty-five dollar) plaque or trophy for perfect attendance or most improved grade point average is an acceptable use of public funds; or an item valued at $25.00 (twenty-five) such as a school uniform shirt or hat to an individual student. Awards to several students or repeatedly and frequently to the same student(s) having a substantial aggregate value could be excessive and an inappropriate use of public funds.

Gifts:

The district is prohibited from using public funds to provide gifts of any kind.

The following are examples of gifts:

A. The district cannot pay the cost for staff to attend a non-job related training program. If training is required, the district may pay with district funds. The district cannot pay for educational programs leading to a degree or for separate clock hours for professional development.
B. Flowers purchased for nondistrict use, for example, celebrations or to express sympathy.
C. Food, clothing or other items purchased for someone in need.

Associated Student Body Fundraising – Individual Student Incentives:

All property and money acquired by the Associated Student Body (ASB), except private non-associated student body funds, are district public funds and will be deposited and

disbursed from the district's ASB program fund. Purchases of ASB student participation incentives shall follow prescribed procedures as found in the ASB Procedures Manual.

Corporate Prizes:

Corporate prizes provided to the district for the benefit of students become district property.

If the prize is made to an individual student directly from the corporation, and outside of the normal school setting, the prize 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 prize at no time may be presented to the district or be in possession of the district.

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

Prizes provided to the ASB by outside vendors must also fall within the individual and district *de minimis* limits.

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