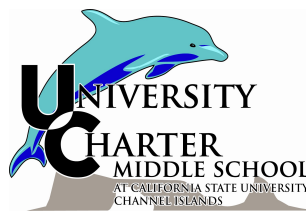


Board Policy: Business & Noninstructional Operations # 304



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GIFT RECEIVING POLICY

The purpose of the Gift Receiving Policy is to delineate policies and guidelines governing the acceptance of gifts by University Preparation School at CSU Channel Islands UPS/UCMS ("UPCS") and to provide guidance to prospective donors if making gifts to the organization.

Although we appreciate any donor who is interested in donating a gift to our organization, UPS/UCMSUPCS will not engage in any of the following gift receiving practices:

- Accepting gifts that violate ~~federal or municipal~~ applicable laws.
- Accepting gifts that require UPS/UCMSUPCS to provide special consideration or treatment to any client, donor, entity, etc.
- Accepting gifts that require UPS/UCMSUPCS to deviate from its normal hiring, promotion or contracting procedures.
- ~~Accepting personal gifts in any cash amount, including gift certificates, coupons, entertainment tickets or the like that would require or have the perception of requiring UPS/UCMSUPCS to provide special consideration or treatment to any client, donor, entity, etc.~~
- Accepting gifts from organizations whose core activities may be in direct conflict with the mission of UPS/UCMSUPCS or which may limit its ability to perform its functions as a California public charter school and nonprofit public benefit corporation-.

Commented [KR1]: This is covered above.

Adopted/Ratified: 11/04/09

Revision Date: 6/6/12, 3/23/18

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- Accepting gifts that involve creation of a program which UPCS would be unable to sustain when the donation is exhausted.
- Accepting gifts that involve undesirable or excessive costs.
- Accepting gifts that promote the use of violence, drugs, tobacco, or alcohol or the violation of any law or policy of UPCS.
- Accepting gifts that imply endorsement of any business or product or unduly commercialize or politicize the school environment.
- Accepting gifts that conflict or otherwise is not in compliance with UPCS' Conflict of Interest Code

When appropriate, the ~~Director(s)~~Executive Director will consult with the Board of Directors regarding all gifts prior to acceptance. With that said, UPS/UCMSUPCS respectfully reserves the right to refuse any gift it believes is not in the best interest of the organization. Additionally, UPS/UCMSUPCS employees may not accept any gifts on behalf of UPS/UCMSUPCS without the prior consent of the ~~Director(s)~~Executive Director. This policy in no way prevents teachers and staff from receiving gifts of gratitude.

All gifts or donations must be accepted by the Board at a regularly scheduled Board meeting.
4887-6038-6204, v. 2

Adopted/Ratified: 11/04/09

Revision Date: 6/6/12, 3/23/18