

INDEPENDENT SCHOOL DISTRICT 271
Bloomington, Minnesota

REQUEST FOR SCHOOL BOARD ACTION

DATE OF BOARD MEETING: October 23, 2017

SUBJECT: Revised Policy 623, Grants


ORIGINATING DEPARTMENT: Academic Services

APPROVAL OF ADMINISTRATIVE
CABINET MEMBER: Eric Melbye
Assistant Superintendent

RESOLUTION FOR BOARD TO ADOPT:

RESOLVED, that the School Board of Independent School District 271 approves revised Policy 623, Grants.

RECOMMENDATION OF SUPERINTENDENT:

Approve. 

BACKGROUND:

The purpose of Policy 623 is to provide guidance for District staff members who are writing grants for additional revenue and to ensure that programs and activities funded by grants are consistent with the direction of the District's mission and strategic plans.

On October 16, 2017, the School Board Policy Committee reviewed revised Policy 623, prepared and presented by Administration. The committee discussed the draft revisions.

This policy is not mandatory according to the Minnesota School Boards Association (MSBA).

Adopted: May 10, 1999
Board Revised: October 23, 2017
Contact Person: Assistant Superintendent

POLICY 623 GRANTS

I. PURPOSE

To ensure that the School Board approves commitments related to grants awards.

II. GENERAL STATEMENT OF POLICY

The School Board shall vote to accept or reject grant awards. To help the School Board make an informed vote, all grant awards must be financially reviewed by the Executive Director of Finance and recommended for acceptance by the Superintendent.

Board Review: May 10, 1999
Board Review: October 23, 2017
Contact Person: Assistant Superintendent

REGULATION 623 GRANTS

- I. The proposed outcomes/ goals of grant proposals must be aligned with the district mission.
- II. All grant applications must be reviewed and approved by the Superintendent or designee prior to submission for funding.
- III. All grants, once awarded, will receive a financial review by the Executive Director of Finance and will be submitted to the School Board for approval.
- IV. Grant recipients must designate a responsible person to administer the grant who will regularly communicate with the Assistant Superintendent or designee and the Controller to ensure that the intent, timelines, and financial responsibilities of the grant are met.
- V. Financial accountability is the responsibility of the grant administrator. Any unspent money will be disbursed per the guidelines of the grants. If overspent, the building/ program area will be responsible.
- VI. Accounting practices for grants follow regular district financial practices unless otherwise stated by the grant and approved by the School Board.

Grant Authorization Bloomington Public Schools

School/Program _____

Grant Title _____

Grant Writer/Contact _____ Phone _____

Amount of Grant \$ _____ Matching Amount\$ _____

Date Grant Begins _____ Date Grant Ends _____

Source(s) of Funds _____

(L = Local, R = Regional, S = State, F = Federal)

Number of Students Participating _____

Number of Staff Participating _____

Number of Parents / Community Participating _____

Description of Project:

_____ Date _____
School / Program Administrator

_____ Date _____
Superintendent or Designee