

**CENTRAL UNIFIED SCHOOL DISTRICT
GIFT PROPOSAL FORM**

SCHOOL OR DEPARTMENT: Biola Pershing Elementary **DATE** 9/12/18
DONOR: Gregory A Brown and Mariadela Hurtado
ADDRESS: 4941 N. Dower Ave., Fresno, CA 93723-9480
(include City, State & Zip Code)

SECTION A: (To be completed by School/Dept.) **MONETARY VALUE OF GIFT:**

DESCRIPTION OF GIFT: (Include Make, Model and Serial Number)	Purchase Price: <u>\$1,840.00</u>
<u>Check No. 235 issued to Biola Pershing elementary Performing Arts.</u>	Freight: _____
_____	Tax: _____
_____	Installation: _____
_____	Total Cost: <u>\$1,840.00</u>

Intended Use:
 Where will it be located/used? Biola Pershing Performing Arts

Please complete the following:

	YES	NO
1. Is the gift already an approved item of equipment?	_____	X
2. Will the gift be delivered by the donor?	X	X
3. Does the gift require building or ground space?	_____	X
4. Does the gift require installation?	_____	X
5. Will the gift eventually need to be replaced at School District expense?	_____	X
6. Is the gift donated for advertising purposes?	_____	X
7. If the gift is to be purchased, do you want it to be purchased by the School District for the donor? If so, Requisition # _____ is attached.	_____	X
8. Are District funds required for the purchase and/or installation of the gift?	_____	X
9. Will the district be expected to maintain/replace donation should failure occur?	_____	X

MICHAEL OTA Michael Ota
Print Name of Principal or Department Head Signature of Principal or Department Head

SECTION B: (To be completed by District Office)

Purchasing Director, Operational Services

	YES	NO
1. What is the estimated cost of installation? _____	_____	_____
2. Does the gift item require Division of State Architecture approval?	_____	_____
3. Will additional labor or equipment be required for maintenance and operation?	_____	_____
4. What is the total estimated value of this gift? _____	_____	_____

Remarks: _____

Requires Public Works Bid
 Subject to Design Review and Approval
 Approved Disapproved Date _____
 Approved Disapproved Date _____
 Approved Disapproved Date 9/14/18
 Approved Disapproved Date _____

[Signature]
 Purchasing
 Director, Operational Services
 Asst. Superintendent/Chief Business Officer

Board of Education

**CENTRAL UNIFIED SCHOOL DISTRICT
GIFT PROPOSAL FORM**

SCHOOL OR DEPARTMENT: Saroyan Elementary **DATE** 9/4/18

DONOR: PG&E

ADDRESS: 6111 W. Piano Parkway Ste 1000YC, Plano, TX 75093
(include City, State & Zip Code)

SECTION A: (To be completed by School/Dept.) **MONETARY VALUE OF GIFT:**

DESCRIPTION OF GIFT: (Include Make, Model and Serial Number)	Purchase Price: <u>\$2,467.98</u>
<u>Cash Donation to Saroyan Teachers</u>	Freight: _____
_____	Tax: _____
_____	Installation: _____
_____	Total Cost: <u>\$2,467.98</u>

Intended Use:

Where will it be located/used? _____

Please complete the following:

	YES	NO
1. Is the gift already an approved item of equipment?	_____	X
2. Will the gift be delivered by the donor?	_____	X
3. Does the gift require building or ground space?	_____	X
4. Does the gift require installation?	_____	X
5. Will the gift eventually need to be replaced at School District expense?	_____	X
6. Is the gift donated for advertising purposes?	_____	X
7. If the gift is to be purchased, do you want it to be purchased by the School District for the donor?	_____	_____
If so, Requisition # _____ is attached.	_____	X
8. Are District funds required for the purchase and/or installation of the gift?	_____	X
9. Will the district be expected to maintain/replace donation should failure occur?	_____	X

Patricia McCurley
Print Name of Principal or Department Head

Patricia McCurley
Signature of Principal or Department Head

SECTION B: (To be completed by District Office)

Purchasing Director, Operational Services

	YES	NO
1. What is the estimated cost of installation? _____	_____	_____
2. Does the gift item require Division of State Architecture approval?	_____	_____
3. Will additional labor or equipment be required for maintenance and operation?	_____	_____
4. What is the total estimated value of this gift? _____	_____	_____

Remarks: _____

- Requires Public Works Bid
- Subject to Design Review and Approval
- Approved Disapproved Date _____
- Approved Disapproved Date _____
- Approved Disapproved Date 9/14/18
- Approved Disapproved Date _____



Purchasing -

Director, Operational Services

Asst. Superintendent/Chief Business Officer

 Board of Education