

**ESCE BOARD POLICY 4-10**  
**SECTION 4: Administration Policies**  
**Title: Gift Recognition Policy**

**The Edmonton Society for Christian Education (ESCE):**  
**Gift Recognition Policy**

Background

As we read the school's vision and mission statements we have come to the following conclusions:

1. Full blown recognition of financial contributors or for those who have committed long term service does not fit into the school's vision and mission.
2. By full blown recognition we mean:
  - a. the naming of facilities
  - b. large spreads in the Pathway honoring contributors
  - c. special dinners
  - d. plaques in the building that honor contributors - e.g. a large donation partially funding a music room or gymnasium
3. reasons
  - a. a theme embedded in the school's mission is that one's gifts, talents, money etc. are things we use to play our part in God's story. It isn't about us. It is about how we are faithfully present in God's work of restoration.
  - b. There is also the implication that what we give we give in humility. This is what we try to teach the students.
  - c. It just seems hard to only recognize the big donations when often those who give little are giving just as much or often more relative to what they have. Under that understanding, when is it appropriate to recognize?
  - d. Full blown recognition for long term or dedicated service over a long period of time is recognizing something that we are normally called to do.
4. Celebration
  - a. we are called however, to celebrate our gifts. Celebration is a much better (Biblical) way of thinking about how we recognize people.
  - b. we celebrate by saying thank-you, publicly, at a meeting, in our publications, personally, by mail (a public thank-you note should not mention the amount of the donation)
  - c. we celebrate by looking at what the school in general has accomplished through the students, teachers, and community
  - d. we should celebrate together as a community (maybe have a meal together at the spring society meeting)

Policy

1. Celebrate by saying thank-you
2. Continue to recognize long-term employees at the society meeting (see Policy 4-1)

**SECTION 4: Administration Policies**

**Title: Gift Recognition Policy**

3. Put notes in the Pathway when they are requested
  - a. Notes are essentially public thank-you letters
    - i. Notes could include a small picture
    - ii. Notes will not include the donation amounts
    - iii. There could be a special “celebration” page or insert in *Pathways*
4. Allow the board, as always, to make decisions on an adhoc basis regarding specific kinds of recognition i.e. plaque in the NE school with the names of the donors to the “buy a brick” campaign.
5. Thank and promote businesses who donate to the auction and golf tournament by including their names in mailouts and by putting up signs promoting their businesses
6. Businesses who support the schools by donating money or equipment will continue to be thanked by letter and through the pathway. As well, the board reserves the right to thank businesses by presenting a plaque or by having a plaque posted somewhere in the school.