

**POWAY UNIFIED SCHOOL DISTRICT  
ADMINISTRATIVE PROCEDURE**

**Originator:** Deputy Superintendent

**Issue No:** 1

**Date:** 6/27/05

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**Reference:**

**ARTICLE: 6.0 BUSINESS SUPPORT SERVICES**

**6.90 TECHNOLOGY**

**6.90 TECHNOLOGY STANDARDS**

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**SECTION 6.90.3 Computer and Related Technology Donations**

The Board of Education recognizes the importance of a consistent, stable network environment to provide staff with access to all District technology resources and support. The District further recognizes the importance of community support in order to reduce the ratio of computers to students and to provide the best available technology resources to students and staff.

The Board endorses the following donation guidelines for computers and related technology:

1. To ensure that the District is receiving the best value, all donations of new computers and related technology equipment will be purchased through the District lease/purchase bid process.
2. All new computers and related equipment will meet current specifications for technology at the school site or office for which the donation is intended, as determined by the District technology department.
3. The District technology department will update the required specifications for computers and related technology every two years.
4. All new computers and related technology equipment will either be leased, or will be purchased, with a four-year warranty.
5. All computer donations will be approved by the District before acceptance.
6. Any donations of computers and related technology that is accepted by the District but has not been purchased through the District lease/purchase bid may or may not be permitted on the District corporate network, as determined by the District, and will not be maintained or replaced by the District.
7. All donations of computers and related technology will comply with current District operating system requirements.