

## **Purchase of Reading Incentives or Other Gifts**

When you purchase anything that will be a gift to a student (reading incentives, for example), it should be purchased with funds such as:

- Book fair funds
- School store funds

Funds that cannot be used include:

- Regular supply budget, because local funds cannot be used for “gifting”
- Library fines (money collected for lost or damaged books) because those particular SAF (Student Activity Fund) funds must be spent for replacing resources for students.