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Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <b>Staff Gifts and Solicitations</b>	Descriptor Code: <b>5.605</b>	Issued Date:
		Rescinds:	Issued:

1 **GIFTS**

2 Employees shall not accept gifts from students unless the gifts are of token value only.

3 Individual employees shall not give gifts to staff members who exercise administrative or supervisory  
4 jurisdiction over them.

5 Employees may collect money for group gifts, subject to the approval of the principal.

6 Employees are prohibited from accepting things of material value from individuals, companies, or  
7 organizations doing business with the school district. Exceptions to this policy are the acceptance of  
8 minor items which are generally distributed to all by the companies through public relations programs.

9 **SOLICITATIONS**

10 No organization shall solicit funds from employees within the schools. Flyers or other materials related  
11 to fundraisers shall not be distributed through the schools without the written approval of the Director  
12 of Schools.

13 Employees shall not be responsible for the collection of any money or the distribution of any  
14 fundraising materials within the schools unless such activity has the Director of Schools' written  
15 approval.

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Cross References

Advertising and Distribution of Materials in Schools 1.806  
Gifts and Bequests 2.401  
Fundraising Activities 2.601  
Vendor Relations 2.809  
Staff Conflicts of Interest 5.601  
Gifts 6.710