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| Policy Manual |  |

## STAFF GIFTS AND SOLICTATIONS

## SOLICITATIONS

The Superintendent or Superintendent's designee must approve each solicitation that is to be permitted in the schools. No organization may solicit funds from staff members in the schools, nor may anyone distribute flyers or other materials related to fund drives through the schools, without the approval of the Superintendent.

Employees may not be engaged in the sale of products to the schools, even if the proceeds of such sales are intended for charitable or civic purposes; nor will staff members collect any money or distribute any fund-raising literature with the express approval of the Superintendent.

## GIFTS

Staff may accept simple remembrances expressive of gratitude from students, parents/guardians, or parent groups. However, employees may not accept any gift, including cash, or favor that might impair or appear to influence professional decisions or actions. Failure to comply may result in disciplinary actions, up to and including termination.

Gifts of substantial value (i.e., \$50 or higher) is discouraged. However, any employee receiving a gift with an estimated value in excess of $\$ 50$ shall report it to the Business Manager.

Suppliers, contractors, and others doing or seeking to do business with the District shall be discouraged from giving gifts to school employees. Any employee receiving a gift from a vendor, contractor, or supplier with an estimated value in excess of $\$ 50$ shall report it to the Business Manager.

Information and activities related to public solicitations and advertising are handled in accordance with Policy KI (Public Solicitations, Bingo and Lotteries, and Advertising in the Schools).

Legal References:

Cross References: JL, Student Gift and Solicitations
KI, Public Solicitations and Advertising in the Schools
Adopted: April 13, 2009
Revised: 5.8.23

