

**STAFF GIFTS AND SOLICITATIONS**

Gifts

All employees of the board are prohibited from accepting things of material value from companies or organizations doing business with the school district. Exceptions to this policy are the acceptance of minor items which are generally distributed by the companies through public relations programs.

Solicitations

No organization may solicit funds of staff members within the schools, nor may anyone distribute fliers or other materials related to fund drives through the schools, without the approval of the superintendent. Staff members will not be made responsible, nor will they assume responsibility for, the collection of any money or distribution of any fund drive literature within the schools unless such activity has the superintendent's approval. The board expects such activities to be kept to a minimum. The superintendent shall seek direction from the board in instances where prior practice offers no guidance about a particular fund drive.

**ADOPTION: August 1991**