

## **STAFF GIFTS AND SOLICITATIONS**

Staff members may accept simple remembrances expressive of gratitude from students, parents/guardians, or parent groups. However, employees may not accept any gift of favor that might impair or appear to influence professional decisions or actions.

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

Employees may solicit contributions, in money or in kind or by selling fundraising products, for non-school non-profit organizations only when such solicitation has been approved by the superintendent or is part of a community service learning project approved by the building principal. The superintendent will determine guidelines for employee participation in fundraising projects for non-school non-profit organizations.

The public may not solicit contributions, in money or in kind or by selling fundraising products, from school district employees or publicize fundraising events for non-profit organizations unless authorized by the superintendent.

Information and activities related to for-profit organizations are handled in accordance with current school board policy KH.

Acts of generosity in unusual situations are not prohibited. In such situations, district employees may, with the authorization of the building principal, initiate a fund drive and solicit contributions, in money or in kind or by selling fundraising products, from students, families, or other employees. Solicitation beyond the employee's own building must be approved by the superintendent.

Suppliers, contactors and other 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 such gift to the business manager.

Adopted 06/27/16

Legal Reference:

ARSD 24:08:03 – Code of Professional Ethics

ARSD 24:11:03 – Code of Professional Ethics