

Section G: Personnel

GBI Staff Gifts and Solicitations

This policy is intended to maintain the integrity of Region 8 and reduce the potential for any appearance that its employees have been improperly influenced in their decisions or professional judgment.

GIFTS FROM BUSINESSES

Employees of Region 8 are prohibited from accepting things of material value from companies, organizations or individuals desiring to do business with the school. Items of material value include gift certificates, services, travel and meals valued at \$20.00 or more. The exception is the acceptance of items of nominal value that are generally distributed by the company or organization at conventions or conferences or through their public relations programs.

GIFTS FROM PARENTS AND STUDENTS

Teachers and staff cannot accept gifts from parents or students that exceed a nominal value (ordinarily \$20.00 or less). The Board encourages the writing of letters by parents and students to teachers and other staff members as a more meaningful and appropriate way of expressing gratitude and appreciation.

SOLICITATION OF STAFF

In-school solicitation of staff by sales people or other business representatives is prohibited unless such discussion is initiated by school personnel in the process of obtaining quotes for purchases. Such solicitation should be reported to the Director.

No organization, including charitable or humanitarian organizations, may solicit funds from staff at school or through school electronic communications systems or distribute flyers at school or on school property except as allowed by Board policy or by permission of the Director.

Generally, the solicitation of money from staff for group gifts is discouraged except in special circumstances such as serious illness, bereavement, disasters, and mementos at retirement.

Cross Reference: DJE – Bidding/Purchasing Requirements
KI – Visitors to the Schools

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