

Hardeman County Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Staff Gifts and Solicitations	Descriptor Code: 5.605	Issued Date: 01/21/00
		Rescinds: GAI	Issued: 12/10/92

1 **GIFTS**

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

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5 Individual employees of the Board will refrain from giving gifts to staff members who exercise admin-
6 istrative or supervisory jurisdiction over them, either directly or indirectly. The collection of money for
7 group gifts is discouraged except in special circumstances such as bereavement, serious illness, or for
8 mementos at retirement.

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10 Employees are prohibited from accepting things of material value from individuals, companies or orga-
11 nizations doing business with the school system. Exceptions to this policy are the acceptance of minor
12 items which are generally distributed to all by the companies through public relations programs.

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14 **SOLICITATIONS**

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16 No organization may solicit funds from employees within the schools. Flyers or other materials related
17 to fund drives shall not be distributed through the schools without the written approval of the director
18 of schools.

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20 Employees shall not solicit advertisements or subscriptions from the public or permit the same to be
21 done by other agencies or individuals for the purpose of school profit. This shall not prohibit schools
22 from soliciting ads for annuals or yearbooks.

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24 Employees will not be made responsible for the collection of any money or the distribution of any fund
25 drive literature within the schools unless such activity has the director of schools' written approval.

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Cross References:

- Advertising & Distribution of Materials in Schools 1.806
- Vendor Relations 2.809
- Staff Conflicts of Interest 5.601
- Student Solicitations/Fund-Raising 6.701
- Student Gifts 6.710