

Clatskanie School District 6J

Code: **GBI**
Adopted: 9/24/07
Readopted: 5/06/13
Orig. Code(s): GBI

Gifts and Solicitations

Teachers and other employees will not accept items of more than token value from students. The Board welcomes, as appropriate, the writing of letters by students to staff members expressing gratitude and appreciation.

Individual employees will refrain from giving gifts to staff members who exercise any direct or indirect administrative or supervisory jurisdiction over them. Collecting money for group gifts is discouraged except in special circumstances such as bereavement, serious illness or retirement gifts. Staff-initiated “sunshine funds” are exempt from this policy.

All employees are prohibited from accepting items of more than token value from companies or organizations doing business with the district.

No organization may solicit funds from staff members within the schools, nor may anyone distribute flyers or other materials related to fund drives through the schools without the superintendent’s approval. Staff members may not be made responsible, or assume responsibility, for collecting money or distributing any fund-drive literature within the schools without the superintendent’s approval.

The soliciting of staff by sales people, other staff or agents during on-duty hours is prohibited. Any solicitation should be reported at once to the principal or supervisor. Advertising is not allowed in the building without the superintendent’s approval.

END OF POLICY

Legal Reference(s):

[ORS 244.010](#) to-244.400

[ORS 339.880](#)

[OAR 584-020-0000](#) to-0045

[OAR 199-005-0005](#) to-199-020-0020

Cross Reference(s):

BBF - Board Member Standards of Conduct

DJG - Vendor Relations

GBC - Staff Ethics

KH - Public Gifts to the District

KI - Public Solicitation in District Facilities

KI/KJ - Commercial Advertising/Merchandise Sales

KJA - Materials Distribution