

# Crow-Applegate-Lorane School District 66

Code: **GBI**  
Adopted: 4/10/89  
Readopted: 6/07/04; 6/09/14

## Gifts and Solicitations

Employees should not accept gifts of substantial value from students. The Board supports the writing of letters by students to staff members expressing gratitude and appreciation as more appropriate.

Individual employees will refrain from giving gifts<sup>1</sup> to staff members who exercise any direct or indirect administrative or supervisory jurisdiction over them. The collection of 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 things of material value from companies or organizations doing business with the district. Material value is defined as \$50 from a single source in a single year.

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 approval of the superintendent. Staff members may not be made responsible, or assume responsibility, for the collection of any money or distribution of any fund drive literature within the schools without the superintendent’s approval.

The soliciting of staff by sales representatives 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 approval by the superintendent.

END OF POLICY

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### 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 Schools  
KI - Public Solicitation in District Facilities  
KJA - Materials Distribution

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<sup>1</sup>“Gift” means something of economic value given to a public official or the public official’s relative without valuable consideration of equivalent value, including the full or partial forgiveness of indebtedness, which is not extended to others who are not public officials or the relatives of public officials on the same terms and conditions; and something of economic value given to a public official or the public official’s relative for valuable consideration less than that required from others who are not public officials. See ORS Chapter 244 for gift definition exceptions.