

# Springfield School District 19

Code: **GBI**  
Adopted: 10/23/95  
Readopted: 4/23/07  
Orig. Code(s): DJG/GBI

## Gifts and Solicitations

Students and their parents shall be discouraged from giving gifts to district employees. However, 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 for 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 school 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 approval of the superintendent or designee. Staff members may not be made responsible, or assume responsibility, for collecting money or distributing any fund-drive literature within the schools without approval of the superintendent or designee.

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

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 Ethics  
GBC - Staff Ethics  
KH - Public Gifts to the District  
KI - Public Solicitation in District Facilities  
KI/KJ - Commercial Advertising/Merchandise Sales  
KJA - Materials Distribution