

Gifts to and Solicitations by Staff

Gifts

Gifts from students: Teachers and other district employees may accept gifts from students which represent tokens of appreciation. The district considers letters from students and gifts of small value from students expressing gratitude and appreciation to be appropriate. As public employees, district staff shall not accept a gift of substantial value or a substantial economic benefit tantamount to a gift of substantial value.

Gifts from staff members to staff members: There are occasions on which individual staff members or a group of staff members may wish to present a gift to other staff members. Generally, collection of money for group gifts shall be discouraged except in special circumstances such as bereavement, serious illness or mementos at retirement, or live event celebrations such as marriage or birth of a child. Such occasions shall be completely voluntary on the part of each individual employee. The emergence of a tradition of gift giving that results in pressures for compliance and participation by all staff members is prohibited.

Gifts from companies: All district employees are prohibited from accepting gifts of other than nominal value from companies or organizations doing business with the school district. Exceptions to this policy are the acceptance of minor items which are generally distributed by the company or organization through its public relations program.

Solicitations

Neither the district nor any of its schools or personnel may solicit any gift, gratuity or donation from any individual or organization. Excluded from this requirement are organizations such as Booster Clubs or Parent/Teacher Organizations which raise funds to directly assist the district.

No organization may solicit funds of 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. Nor shall staff members be made responsible or assume responsibility for the collection of money or distribution of any fund drive literature within the schools without such activity having the superintendent's approval.

The district expects such activities to be kept to a minimum.

Adopted by the superintendent: prior to 2018

Revised and recoded by the superintendent: date of manual revision

LEGAL REF.: C.R.S. 24-18-104 (*rules of conduct for public employees*)

CROSS REFS.:

Board policy:

EL-12, Staff Treatment

Administrative policies:

DJG, Vendor Relations

GBEB, Staff Conduct (And Responsibilities)

KHC, Distribution/Posting of Noncurricular Materials