

**SCHOOL DISTRICT OF PITTSVILLE
BOARD POLICY**

PERSONNEL

GENERAL PERSONNEL POLICIES

GIFTS AND GRATUITIES

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An employee, or a member of the employee's immediate family, may not accept, directly or indirectly, any gift, money, gratuity, or other consideration or favor of any kind from anyone other than the District that a reasonable person would understand was intended to influence official action or judgment of the employee in executing decision-making authority affecting the District, its employees, or students. Exceptions to this policy are acceptance of minor items, which are generally distributed by companies through public relations programs. Teachers should accept only gifts of token value from students.

It is the Board's policy for employees to decline gifts, gratuities or favors from any outside organization or individual doing business or seeking to do business with the District. Gifts that are intended for the benefit of the District should be referred to the District Administrator or his/her designee for proper processing in accordance with state law and the District's public gifts policy. Gifts of nominal or of insubstantial value and services offered for a reason unrelated to the employees' position and which could not reasonably be expected to influence a decision could be accepted. Gifts of more than nominal or insignificant value should be graciously declined.

Legal References:

Wisconsin Statutes

Section 19.59 [Codes of ethics for local government officials, employees, candidates]

Section 118.12 [Sale of goods and services at schools]

Section 118.27 [Gifts and grants]

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2nd Reading and Approval: June 10, 2013