



***Center Area
School District***

SECTION: ADMINISTRATIVE EMPLOYEES

TITLE: GIFTS

ADOPTED: FEBRUARY 17, 2005

REVISED:

322. GIFTS	
1. Purpose	The Board considers the acceptance of gifts by administrative staff members an undesirable practice.
2. Guidelines	<p>It is the policy of the Board that administrators be discouraged from accepting or presenting gifts to staff members.</p> <p>Administrators may accept gifts of a consumable nature or a nominal value only from students or parents.</p> <p>No administrator shall accept gifts from any person, group, or entity doing or desiring to do, business with the district. All business-related gratuities are specifically prohibited except nominal value advertising items widely distributed.</p>
3. Delegation of Responsibility	The Superintendent may approve acts of generosity to individual administrative staff members in unusual situations and shall report such instances to the Board on a timely basis.