

FILE: GBI

MEDFORD AREA PUBLIC SCHOOL DISTRICT

DATE ADOPTED:	March 18, 1980	FILE SECTOR:	PERSONNEL
DATE REVISED:	November 19, 1992	POLICY TITLE:	STAFF GIFTS AND
DATE REVISED:	February 17, 2000		SOLICITATIONS
DATE REVISED:	October 20, 2005		
DATE REVISED:	November 15, 2012		
DATE REVIEWED:	November 20, 2014		
DATE REVISED:	February 25, 2019		

Gifts

The giving or exchange of gifts of significant material value between students, families and the public, and Medford Area Public School District (MAPSD) employees or other personnel is discouraged.

It shall be unlawful for any MAPSD employee or Board of Education (BOE) member to receive or offer to receive, either directly or indirectly, any gift, gratuity or anything of significant value which they are not authorized to receive from any person, if such a person:

- Has or is seeking to obtain contractual or other business or financial relationships with the BOE or the school district.
- Conducts operations or activities which are regulated by the BOE or the school district.
- Has an interest which may be substantially affected by the BOE or the school district.

For example: No school employee is to receive any commission, expense-paid trips, or anything of significant value from individuals or companies supplying equipment or materials required in the operation of the schools. The operation of the schools includes the purchase of materials for the repair and maintenance of district facilities, for conducting classes, for materials and supplies used in school organizations, such as clubs and classes, and for comparable items.

Any person violating this policy may be subject to disciplinary action.

Solicitations

No non-school organization may solicit funds from staff members within the schools, which includes district staff members acting on behalf of non-school organizations, nor may anyone distribute flyers or other materials related to fund drives through the schools unless approved in advance by a building administrator.

The BOE permits no distribution of literature or the placement of advertisements in district buildings or on district property by sales people or representatives of commercial companies. Sales people or representatives of commercial companies will not be permitted to interfere with the professional time of a staff member, including teacher preparation time. Such non-work related appointments must be scheduled away from district buildings and outside of the normal workday.

Soliciting and selling other than described above must have the approval of the district administrator or their designee.

CROSS REFERENCE: GBC, GBCA, & Employee Handbooks
LEGAL REFERENCE: §118.12, §946.10, §946.12, §946.13, Wis. Stats.