

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. It shall not be considered a violation of this policy for an employee to receive incidental entertainment, food, refreshments, meals, or similar amenities, that are provided in connection with a conference or similar work-related activity. 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 of nominal or of insubstantial value and services offered for a reason unrelated to the employee's position and which could not reasonably be expected to influence a decision could be accepted. Larger gifts to employees as an individual and gifts of more than nominal or insignificant value should be graciously declined. This policy is not intended to prohibit an employee from accepting samples of a product or other promotional items that serve the business or outside organization rather than the individual employee. For the purpose of this policy, nominal gifts or those with an insignificant value are those that have a value less than \$100.

Legal References:**Wisconsin Statutes**

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

Section 118.12 [sale of goods and services at schools]

Section 118.27 [gifts and grants]

Adopted: 11/17/20