

Hortonville Area School District

Title: Policy Prohibiting Receipt
of Gifts or Gratuities

Date Adopted: 3/20/76
Date Revised: 1/27/03

Policy No. 4012
Page 1 of 1

Policy Statement:

This policy will govern the receipt or acceptance of gifts by school employees when school employees are engaged in an activity or working with a vendor as a part of their job responsibilities. This policy does not govern personal activities of a school employee acting in a personal capacity.

Rationale:

School employees may have an occasion to accept gifts that should rightly be the property of the school district. Gifts should not be used to influence purchasing or employment decisions.

Scope: District-wide

Responsibility: Board of Education

Implementation:

1. It is not permissible for any school employee or official to receive or offer to receive, either directly or indirectly, any gift, gratuity, or anything of value which he is not authorized to receive from any person, if such person:
 - a. has or is seeking to obtain contractual or other business with the school district; or
 - b. conducts operations or activities which are regulated by such school employee's school board; or
 - c. has interests which may be substantially affected by such school district.
2. The receipt of any gift, gratuity, or anything of value as denoted above is contrary to the public policy of the School District of Hortonville.

Associated Information: Wisconsin State Statute 19.59

President _____ Date _____

Clerk _____ Date _____