

Wissahickon School
District
Ambler, Pennsylvania 19002

SECTION: FINANCE

**TITLE: GIFTS AND
GRATUITIES**

FIRST READING: March 28, 2005

SECOND READING: April 11, 2005

ADOPTED: April 11, 2005

REVISED:

I. Purpose

To provide guidance concerning the receiving of gifts and/or gratuities by employees of the Wissahickon School District.

II. Authority

It is the policy of the Board that:

- No district employee shall accept gifts, or other special consideration from an individual or business organization doing business with the school district except gifts of promotional items or gifts having nominal value.
- No district employee shall accept gifts from students or their parents except gifts of promotional items or gifts having nominal value.
- Associations with supplier representatives at luncheons, dinners, or business organization meetings are helpful in establishing better business understanding, and neither questionable nor unethical, provided that the employee keeps himself/herself free of obligations.
- The responsibility for adherence to this policy is a joint one. Individuals who represent the school district must be beyond challenge or reproach in every business transaction, not allowing themselves to be placed into a position where their judgment can be influenced.

Any employee not complying with this policy shall be subjected to appropriate disciplinary action.