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GIFTS TO SCHOOL PERSONNEL

No school employee shall accept any commission or gift from an individual or a company seeking to sell equipment or materials used in the operation of the district's schools. This policy applies to the purchase of materials for construction, repair, and maintenance of the school plant, resources for student classes, supplies used by school organizations such as clubs, and comparable items.

This prohibition shall not be construed to prevent vendors from paying reasonable costs of providing opportunities for school officers and employees to see or hear about new ideas, equipment, and/or materials, nor shall it be construed to prevent students from presenting token and inexpensive gifts to staff members.

Letters to staff members expressing gratitude or appreciation are welcomed by the board of education and considered appropriate expressions of gratitude. Tokens and inexpensive gifts to staff are not prohibited, but such letters are preferred.

Adopted: February 22, 1994  
NJSBA Review/Update: January 2012  
Readopted: August 2014

Key Words

Gifts, Vendors, Gratitude, Appreciation

**Legal References:**    N.J.S.A. 2A:135-7      Officers or employees of institutions having interest in furnishing goods or supplies there to  
                                  N.J.S.A. 18A:6-8      Interest of school officers, etc. in sale of textbooks and supplies; royalties  
                                  N.J.S.A. 18A:12-2      Inconsistent practices prohibited (board of education members)

**Cross References:**    \*4119.21/4219.21      Conflict of interest  
                                  \*9271                      Conflict of interest

\*Indicates the policy is included in the Critical Policy Reference Manual.