

# POLICY

## NORTHVALE BOARD OF EDUCATION

TEACHING STAFF MEMBERS

3214/page 1 of 2

Acceptance of Gifts

### 3214 ACCEPTANCE OF GIFTS

No school employee is to accept any commission or gift from individuals or companies seeking to sell equipment or materials required in the operation of our public schools. The operation of the schools includes the purchase of materials for the construction, repair and maintenance of the school plant; for the conducting of student classes; for materials and supplies used in school organizations, such as clubs or teams; and for 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 in recognition of special services.

The Board of Education shall consider as always welcome and in most circumstances more appropriate the writing of letters to staff members expressing gratitude or appreciation.

#### Gifts to School Personnel

The Board does not encourage the presentation of gifts to school district employees. When a student feels a desire to present a gift to a staff member, the gift should not be elaborate or unduly expensive. The Board considers the writing of letters to staff members expressing gratitude or appreciation a more welcome and in most circumstances a more appropriate tribute.

#### Conflict of Interest and Gifts

No employee of the Board shall have any interest, financial or otherwise, direct or indirect, or engage in any business or transaction or professional activity, which is in conflict with the proper discharge of his/her duties.

No employee of the Board shall use or attempt to use his/her position to secure unwarranted privileges or advantages for himself/herself or others.

No employee of the Board shall act in his/her official capacity in any matter wherein he/she has a direct or indirect personal financial interest.



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3214/page 2 of 2  
Acceptance of Gifts

No employee of the Board shall accept any gift, favor, service or other thing of value under circumstances from which it might be reasonably inferred that such gift, service or other thing of value was given or offered for the purpose of influencing him/her in the discharge of his/her duties.

Adopted: 28 September 1998

