

# CARBON CAREER & TECHNICAL INSTITUTE

SECTION: PROFESSIONAL EMPLOYEES

TITLE: GIFTS

ADOPTED: December 16, 2004

REVISED: August 17, 2006

422. GIFTS	
1. Purpose	The Joint Operating Committee considers the acceptance of gifts by professional staff members an undesirable practice.
2. Authority	<p>It is the policy of the Joint Operating Committee that professional staff members may accept gifts of a consumable nature or a nominal value only from students or parents/guardians. Gifts of a personal nature and more than nominal in value from a vender or contractor are prohibited.</p> <p>It is the policy of the Joint Operating Committee that staff members not accept gifts of significant value.</p> <p>The Joint Operating Committee shall consider as appropriate and welcome letters to staff members by parents/guardians expressing gratitude or appreciation.</p>
3. Delegation of Responsibility	The Administrative Director may approve acts of generosity to individual staff members in unusual situations but shall report such instances to the Joint Operating Committee on a timely basis.