

AP 527 – Gifts and Sponsorships

Background:

The District recognizes that some types of sponsorships in schools may offer education value.

The District will permit corporate and other sponsorships and gifts where these have demonstrable educational value and where the primary purpose of the donation is not the promotion of private enterprise and profit.

Procedures:

1. Employees shall not, either directly or indirectly, demand or accept for personal benefit a gift, favour or service from any individual, organization or corporation other than:
 - 1.1 The normal exchange of hospitality between persons doing business together
 - 1.2 Tokens exchanged as part of protocol (e.g. Christmas, retirement, appreciation)
 - 1.3 The normal presentation of gifts to persons participating in public functions
 - 1.4 Notwithstanding the above, an employee may not accept gifts or any other complimentary item value in excess of \$250
2. The educational value of the gift or sponsorship will be determined by the Principal, who may consult with one or more teachers in the school. In cases of doubt, the Principal will consult with the Secretary-Treasurer.
3. Any promotion or advertising element of the gift or sponsorship will be in good taste, discreet, and kept to an absolute minimum.
4. Valuation of gifts will be the responsibility of the Secretary-Treasurer, who will employ internal or external experts, as required. Any out-of-pocket costs involved will be the responsibility of the donor.