

AFSA High School

Adopted: May 7, 2001

District # 4074

Revised: Dec. 17, 2024

Year Reviewed: 2024/2025

421 GIFTS TO EMPLOYEES POLICY

I. PURPOSE

It is the purpose of this policy to address gifts given to the personnel of the Academy of Science and Agriculture, hereinafter known as AFSA,

II. POLICY STATEMENT

From time to time, students, parents, and community groups may desire to show their appreciation to AFSA School employees and Board members. This is very much appreciated. However, gifts to School Board of Directors, executive directors, principals, directors or district school officers (hereinafter “Prohibited School Officials”) are prohibited under Minn. Stat. § 471.895. Items that are “nominal” in value are generally not considered impermissible gifts, no matter who they are given to or who the giver is.

III. DEFINITIONS

1. "Gift" means money, real or personal property, a service, a loan, forbearance or forgiveness of indebtedness, or a promise of future employment that is given without something of equal or higher value being received in return. (Minn. Stat. § 10A.071).
2. “Prohibited School Officials” means the School Board of Directors, Executive Directors, Principals, and Administrative Departments Heads.

IV. PROHIBITION ON GIFTS

Prohibited School Officials shall not accept a gift from a student, parent or community member or community group if the gift is valued at more than five dollars. This prohibition is greater than that required by statute (applies only to “lobbyist” and “principal” making the gift) but is instituted to avoid the appearance of impropriety or to avert engagement in a potential conflict of interest.

Individuals employed by AFSA who are responsible to procure services, equipment or materials shall be prohibited from receiving gifts or favors from vendors that benefit them personally. Any gift from a vendor or service provider that benefits AFSA school must be approved by the Superintendent of Schools before acceptance.

V. ACCEPTABLE GIFTS TO PROHIBITED SCHOOL OFFICIALS

The following items are permissible gifts to Prohibited School Officials:

1. A plaque with a resale value of \$5 or less;
2. A trinket or memento costing \$5 or less;
3. Informational material with a resale value of \$5 or less;
4. Services of insignificant monetary value;
5. Services to assist an official in the performance of official duties, including but not limited to providing advice, consultation, information, and communication in connection with legislation and services to constituents;
6. Food or beverage given at a reception, meal, or meeting if the reception, meal or meeting is held away from the recipient's place of work by an organization before whom the recipient appears to make a speech or answer questions as part of the program.

VI. EXCEPTIONS

This policy does not prohibit teachers and other staff from accepting gifts of reasonable value so long as they are not serving as a Prohibited School Official.

VII. NON-APPLICABILITY

This policy does not apply to gifts given to Prohibited School Officials by personal friends, family members, or others where the reason for the gift does not arise out of the employee or Board member's employment or service with AFSA. Also, any stipends that Board Directors receive for their service are not considered a violation of this policy.

Legal References:

Minn. Stat. §124E (Charter School Law)

Minn. Stat. §127A.10 (Disinterested School Board Members)

Minn. Stat. §43A.38 (Code of Ethics for Executive Branch)

Minn. Stat. §10A.071 (Gifts by Lobbyists and Principals)

Minn. Stat. §471.895 (Gifts to Local Officials)