

**N E W J E R S E Y S C H O O L B O A R D S
A S S O C I A T I O N**

GOVERNANCE & OPERATIONS

FILE CODE: GO/1313R

PERSONNEL

GIFTS TO ASSOCIATION PERSONNEL

Gifts to Staff

NJSBA staff are prohibited from soliciting or accepting, for themselves or on behalf of the Association, any gift which directly or indirectly benefits them. Gifts in excess of \$50.00 would be deemed a benefit to staff. This prohibition applies to gifts from any person or vendor having or seeking a business relationship with the Association or any employee or agent of such person or vendor.

If offered a gift by a vendor, staff shall notify that vendor of this regulation, and shall promptly return any gifts in excess of \$50.00 received with an explanation of this regulation. The Association shall also annually notify all individuals and vendors it does business with of this regulation.

Staff shall also report any such offer and the action taken to their director and/or immediate supervisor as soon as practicable. These provisions shall not apply to gifts of minimal value from non-vendors intended to commemorate an event or program.

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