

**LEYTON PUBLIC SCHOOLS  
BOARD OF EDUCATION POLICY #4009**

**Restrictions on Employees Receiving Gratuities**

An employee who, because of his or her employment by the school district, receives any bonus merchandise or gift with a value over \$50.00 must disclose the receipt of such gift to the superintendent, who will then report that gift to the board. The superintendent, at his or her discretion, may require that the gift become the property of the district. No certificated staff member may accept any gift which will impair the professional judgment of the recipient.

Employees are directed to discourage merchants from offering bonus paraphernalia in exchange for the school's patronage.

Adopted on: December 8, 2008  
Revised on: January 8, 2018  
Reviewed on: December 9, 2019  
Reviewed on: April 11, 2022  
Reviewed on: April 15, 2024