

BOARD OF DIRECTORS

Gifts to School Board Members and School District Employees--Reports Required

- A. A school board member, officer, or employee who received or whose immediate family receives a gift in any one occurrence which has a value in excess of two dollars ninety-nine cents shall file a written report to the gift with the secretary of the school board. The report shall show the nature, amount, date, donee, and donor of the gift.
- B. If a gift is made to a school board member, officer, or employee or an immediate family member which cannot be precisely attributed to that recipient, the report shall list the pro rata value of the gift attributable to the donee if that value exceeds two dollars ninety-nine cents. The fact of apportionment shall be disclosed. A gift may not be apportioned between multiple donors to reduce its "value" unless it qualifies as a separate occurrence.
- C. The report shall be filed with the secretary of the school board by the fifteenth day of the month following the month in which a gift is provided which is required to be reported.
- D. All reports filed shall be maintained by the secretary and be available for public inspection as provided in Chapter 68A of the Code.
- E. As used in this policy, the word "gift" and the phrase "immediate family member" and "public disclosure" have the meaning provided in Section 68B.2 of the Code of Iowa.

Some school board members may want to allow board members and employees to file additional reports with the board secretary regarding gifts received by them or the members of their immediate family. The following language would allow reporting of gifts under three dollars on an optional basis.

The secretary shall also maintain any report filed by the members, officers or employees of the school district who desire to report a gift made to them or their immediate family members which did not exceed two dollars ninety-nine cents in value.

Date of adoption and revisions: 03-14-85, 01-20-03

Reviewed: 6-25-90, 11-15-93, 11-18-96, 8-16-99, 01-20-03, 01-15-07

LEGAL REF.: 68B.11