



## **All Personnel**

### **Soliciting and Selling**

Employees shall not solicit students or their families with the intent to sell general merchandise, books, equipment or services.

Staff shall not distribute promotional, political, controversial or other non-instructional materials unless approved by the superintendent or designee.

Staff members shall not use their status as district employees to secure information such as names, addresses and telephone numbers for use in profit-making ventures.

Educational tours may be promoted on school premises only if the district sponsors them. Employees engaged in planning, organizing or leading tours as a private business shall make it clear that they do not represent the school or district. All activities related to such tours must be carried on outside of school hours and off school premises.

Any classroom activity requiring students to bring money to school for any purpose must meet the principal's approval.

Staff participation in "flower funds," "sickness and bereavement funds," "anniversary funds" and the like shall be a matter of individual discretion.

### *Legal Reference:*

#### **EDUCATION CODE**

*51520 Prohibited solicitations on school premises*

Replaces BP 320