CELEBRATING THE HOLIDAYS ETHICALLY
WHAT ALL CPS EMPLOYEES NEED TO KNOW

As the holiday season approaches, the CPS Ethics Advisor and CPS Ethics Committee want to remind you to conduct gift-giving and celebrations in accordance with our Code of Ethics. Please carefully review the summary below and call or email Andra Gomberg, the Ethics Advisor, at 773-553-1312, agomberg@cps.k12.il.us with any questions.

GIFTS

CPS officials and employees, and spouses, domestic partners, and members of households of CPS employees, cannot:

- Solicit or accept any anonymous gift
- Solicit or accept during a calendar year any gift with a value of more than $50.00, or two or more gifts with a cumulative value of more than $100.00, from anyone doing business with the Board, from anyone with the potential to do business with the Board or from anyone who has a direct or indirect economic interest with the Board
- Give a supervisor a gift with a value of more than $50.00
- Accept a gift from a subordinate with a value of more than $50.00
- Use Board funds to purchase a gift

Any gifts received in violation of the Code of Ethics must be promptly reported to the Ethics Advisor and turned over to the Chief Financial Officer. These gifts then become property of the Board.

VENDOR-SPONSORED HOLIDAY PARTIES & EVENTS

CPS officials and employees, and spouses, domestic partners, and members of households of CPS officials and employees, cannot solicit or accept vendor sponsorship of any CPS holiday party or event.

Employees may attend vendor holiday parties as long as the value does not exceed $50.00 per event or $100.00 from one vendor during the calendar year, AND there is no expectation or understanding that this attendance will influence any CPS decision.

PLEASE NOTE

Please be aware that violations of the Code of Ethics can result in disciplinary action up to and including dismissal and criminal prosecution. Always be mindful of your own reputation and that of CPS. Keep our mission of serving children in mind as you celebrate the holidays.