

SAN LUIS OBISPO COUNTY OFFICE OF EDUCATION

Superintendent's Policy

Soliciting and Selling

SP 4235

Employees shall not solicit County Office of Education staff, students or their families with the intent to sell general merchandise, books, equipment or services for their own personal profit or benefit. Solicitation of students and staff on behalf of the school or other charitable organizations shall be conducted in accordance with applicable County Office policy and administrative regulation.

(cf. [1325](#) - Advertising and Promotion)

(cf. [1321](#) - Solicitation of Funds from and by Students)

(cf. 4137 - Tutoring)

(cf. [5022](#) - Student and Family Privacy Rights)

Staff members shall respect the confidentiality of County Office employees and students and shall not use their status as County Office employees to secure information such as names, addresses, e-mail addresses, and telephone numbers for solicitations or use in personal profit-making or beneficial ventures.

(cf. [5125.1](#) - Release of Directory Information)

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

(cf. [3312.2](#) - Educational Travel Program Contracts)

Staff participation in "flower funds," "anniversary funds" or other similar funds shall be voluntary.

(cf. 4161.9/4261.9/[4361.9](#) - Catastrophic Leave Program)

Legal Reference:

EDUCATION CODE

[51520](#) Prohibited solicitations on school premises

UPDATED: 8/27/21