

RECEIPT AND DISTRIBUTION OF PASSES AND TICKETS POLICY

PURPOSE

The purpose of this policy is to comply with Fair Political Practices Commission (FPPC) regulations which require that any distribution of tickets or passes by the Calipatria Unified School District (District) to its officials, individuals or organizations, be made pursuant to a written policy duly adopted by the Calipatria Unified School District Board of Trustees (Board) which states the public purposes to be accomplished by the District.

This policy is to establish a district procedure for the distribution, use and reporting of tickets or passes to a facility, event, show or performance for an entertainment, amusement, recreational or similar purposes in compliance with section 18944.1 of the FPPC Regulation.

FPPC Regulation 18944.1 sets out the circumstances under which a public agency's distribution of tickets or passes for which no consideration of equal or greater value is provided by the public official or employee does not result in a gift to the public official or employee. Tickets or passes to an Event distributed and accounted for in compliance with this policy and FPPC Regulation 18944.1 will not be considered as gifts to the officials and employees who make use of such tickets and passes.

APPLICABILITY

This policy applies to tickets and passes that are: (i) gratuitously provided to the District by an outside source; or (ii) acquired by the District by purchase; or (iii) received by the District as consideration pursuant to the terms of a contract or because the District owns or controls the facility or venue at which the Event occurs or sponsors the Event.

POLICY STATEMENT

1. This Policy shall be posted on the District's website in a prominent fashion.
2. For the purpose of this Policy, the following definitions will apply:
 - a. Ticket or Pass means admission to a facility, event, show, or performance for an entertainment, amusement, recreational, or similar purpose (Event).
 - b. Official means any member of the Board, or District employee.
 - c. Immediate Family means spouse and dependent children.
3. The ticket or pass shall not be earmarked by the original source for use by the Official who uses the ticket or pass.

Tickets or passes that are donated or provided by an outside source and are earmarked for use of a specific Official are considered gifts to the Official and are subject to the disclosure and reporting requirements applicable to gifts unless (a) the ticket or pass is provided to carry out his or her job duties or where the Official will perform a ceremonial role or function on behalf of the District, (2) The Official treats the tickets or passes as income consistent with federal and state income tax laws and the District reports distribution of the tickets or passes as income to the Official on the FPPC Form 802, or (3) The Official purchases or reimburses the District for the face value of the tickets or passes.

4. The District shall determine in its sole discretion which Official may use the ticket or pass.
5. Distribution of any ticket or pass by the District, to an Official, individual or organization, shall accomplish a public purpose of the District.
6. Tickets or passes may be provided to an Official, individual or organization to support any of the following public purposes:
 - a. A ceremonial role or function on behalf of the District.

- b. As part of the District's community outreach efforts.
 - c. Representing the District at an event to sustain or build relationships with parents, students, employees, community members, or local, regional, state or federal agencies or organizations.
 - d. Representing the District at an Event of a non-governmental organization, which will sustain or build relationships with that non-governmental organization in support of the District's Vision, Philosophy, Objectives and Comprehensive Plans.
 - e. The Event will provide educational information that will benefit the District or Official attending the Event.
 - f. The Official's written job duties require the Official to appear at the Event.
 - g. Attendance of an Official at the Event will in some other way support the District's Vision, Philosophy, Objectives and Comprehensive Plans.
 - h. Encouraging or rewarding academic, athletic or public service achievements by Calipatria Unified School District students.
7. Any ticket or pass distributed pursuant to this Policy shall not be transferred to any other person, except to members of the Official's immediate family solely for their personal use.
8. The distribution of a ticket or pass pursuant to this Policy shall be posted on a form provided by the FPPC, in a prominent fashion on the District's website, within 30 days after the distribution. The posting shall include the following:
- a. the name of the person receiving the picket or pass, except that if the ticket or pass is distributed to an organization outside the District, the District may post the name, address, description of the organization, and the number of tickets or passes provided to the organization in lieu of posting the names of each individual from the organization;
 - b. a description of the event;
 - c. the date of the event;
 - d. the face value of the ticket or pass;
 - e. the number of tickets or passes provided to each person;
 - f. if the ticket or pass is behested, the name of the official who behested the ticket or pass, and
 - g. a description of the public purpose under which the distribution was made or, alternatively, that the ticket or pass was distributed as income to the official.

Adopted by the Board of Trustees
Date: September 14, 2009