

## VENDOR RELATIONS

The Board shall not enter into a contract knowingly with any supplier of goods or services to this School District under which any Board member or official, employee, or agent of this School District has any pecuniary or beneficial interest, direct or indirect, unless the person has not solicited the contract or participated in the negotiations leading up to the contract. This prohibition shall not prevent any person from receiving royalties upon the sale of any textbook of which he/she is the author and which has been properly approved for use in the schools of this District.

Board members and school personnel shall not accept any form of compensation from vendors that might influence their recommendations on the eventual purchase of equipment, supplies, or services. Furthermore, Board members and school personnel shall not accept any compensation from a vendor after a decision has been made to purchase equipment, supplies, or services from said vendor. In addition, Board members or school personnel who recommend purchases, shall not enter into a contractual arrangement with a vendor seeking to do business with the District, or a vendor with whom the District is doing business, whereby an individual board member or member of the school staff receives compensation in any form for services rendered.

Such compensation includes, but is not limited to, cash, checks, stocks, or any other form of securities, and gifts such as televisions, microwave ovens, computers, discount certificates, travel vouchers, tickets, passes, or other such things of value. In the event that a Board member or member of the school staff receives such compensation, albeit unsolicited, from a vendor, the Board member or staff member shall notify the Treasurer, in writing, that he/she received such compensation and shall thereafter promptly transmit said compensation to the Treasurer at his/her earliest opportunity.

Purchasing personnel shall not show any favoritism to any vendor. Each order shall be placed in accordance with policies of this Board on the basis of quality, price, and delivery with past service a factor if all other considerations are equal. The Board believes in patronizing local businesses; consequently, in the purchasing procedure, when proposals are equal, the contract or purchase order should be awarded to the firm whose location is within the boundaries of the District.

[Adoption date: February 20, 2003]