

***Superintendent File: DJG/DJGA***

**VENDOR RELATIONS, SALES CALLS AND DEMONSTRATIONS**

Vendors must contact the Purchasing Department for prior authorization before contacting or visiting any school and/or staff member. The Superintendent may bar any person from using school facilities to solicit purchases from, or offer services to, students or staff if in the Superintendent's or designee's judgment such sales practices would be contrary to the best interests of the students or the District.

Teachers and other employees shall not use school time to interview commercial agents. If permission is obtained for sales representatives to see members of the school staff, such interviews shall take place at times that will not interfere with the school program.

Portions adopted prior to 1974; March 16, 1976

Repealed by the Board and revised and re-enacted by the Superintendent: December 3, 2002

Revised: January 23, 2006