

## STUDENTS

### Student Photographs/Class Rings/Other Sales

#### A. Student Photographs

A. Contracts for student photographs will follow applicable law, regulations and policies regarding procurement and contracting for services. The Superintendent or designee is authorized to develop regulations, procedures and protocols for student photograph contracts. Individual photographs of students may be available for sale but not student shall be required to purchase photographs.

##### 1. Generally

~~The contract, or contracts, for student photographs shall be established for the school division using the Request for Proposals (RFP) process. The evaluation committee for this process shall include representation of principals from all three levels of schools (elementary, middle, and high. All contracts shall be competitively negotiated within the provisions of the Virginia Public Procurement Act and School Board policies and regulations.~~

##### 2. Criteria for Selection of Photographer

~~Among the criteria to be used in selecting a photographer are the following:~~

##### 3. Sales to Students

~~Individual photographs of students may be made available for sale; however, no student shall be required to purchase photographs.~~

##### 4. Yearbook Photographs

#### B. Yearbook photographs

1. The selection of the vendor for all yearbook sales shall be at the discretion of the individual principal and made in accordance with applicable law, regulation, procedures and protocols. No "percentage of gross sales" agreements, and/or agreements for any other considerations shall be made with vendors.

5.2. The faculty advisor to the yearbook may specify uniform requirements such as background and attire for photographs. Students are to be advised that the photographs may be purchased from sources other than that chosen by the school if the student wishes to do so. The uniform requirements, however, are to be complied with for placement in the yearbook and will be made available in

writing to students desiring to purchase from sources other than that chosen by the school.

- ~~a. The criteria which should be used in selecting the vendor are the best value for the goods or services, highest quality, best delivery or service terms; and the capacity of the vendor to provide the service.~~
- ~~b. No "percentage of gross sales" agreements, and/or agreements for any other considerations, shall be made with vendors.~~

### **B.C. Class Rings/Other Sales**

The selection of the vendor for all class ring sales or other sales shall be at the discretion of the individual principal and in accordance with applicable law, regulation, policy, procedure and protocol. No "percentage of gross sales" agreements, and/or agreements for any other considerations, shall be made with vendors.

~~1. The criteria which should be used in selecting the vendor are the best value for the goods or services, highest quality, best delivery or service terms; and the capacity of the vendor to provide the service.~~

~~2. No "percentage of gross sales" agreements, and/or agreements for any other considerations, shall be made with vendors.~~

**C.D.** Vendors shall not release, sell, or otherwise use student information without the prior approval of the principal or designee.

### **Legal Reference**

Code of Virginia, § 2.2-4303, as amended. Methods of procurement.

Code of Virginia, § 2.2-4343, as amended. Exemption from operation of chapter for certain transactions.

The Virginia Beach City Public Schools Purchasing Policy and Procedures Manual, as amended.

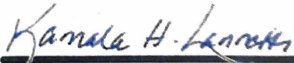
Virginia Beach City Public Schools Business Services Manual, as amended.

Adopted by School Board: June 15, 1993 (Effective August 14, 1993)

Amended by School Board: April 4, 2006

Amended by School Board: 2022

APPROVED AS TO  
LEGAL SUFFICIENCY

  
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