

SALES CALLS AND DEMONSTRATIONS

Teachers are not to interview or spend time with salesmen during class or study hall periods unless the teacher has received such authorization from the principal. Salesmen are required to check with the principal or at the office.

The teacher's first responsibility is always with his class or study hall, except in an emergency or when directed otherwise by his principal.

Full-time principals shall handle routine affairs involving salesmen. Other elementary principals shall make appointments to see salesmen when not teaching. Teachers should see salesmen during nonworking hours.

The Board expects all of its employees to conduct their business with the District's suppliers in a professional and ethical manner. All vendors are encouraged to contact the District regarding their companies' products. Each representative shall have his company's product evaluated on its merits in light of the District's needs, competitive pricing, and any other significant factors. In no instance shall an employee or Board member personally benefit as a result of the District's purchase of supplies from a particular vendor.

In those instances in which the District, as well as the vendor, receives funds from the product purchased or leased by the Board (e.g., vending machines), the District shall evaluate the products with serious consideration given to the health and convenience of the students. In no instance shall an employee or student benefit directly from such an arrangement.

[Adoption date: August 6, 1991]