

**ADMINISTRATIVE POLICIES OF THE
MILWAUKEE PUBLIC SCHOOLS**

**ADMINISTRATIVE POLICY 8.43
SALE OF ITEMS TO STUDENTS AND PARENTS**

The Board recognizes that pressures are often put upon students and parents to purchase expensive class rings, graduation materials, photographs and other items which are sold directly to students and parents. To eliminate peer pressure and the possibility of irregularities at the school level, the following guidelines have been established to control the sale, at the senior high schools, of class rings, graduation materials, photographs and other items which are sold directly to students and parents and which possibly require vendors to submit bids on a system-wide basis:

- (1) All individual graduation activities and plans shall be left to individual schools, with all decision making and costs to be left to the student and/or parent committees of the individual schools.
- (2) The principal shall be the overseer responsible for the funds.
- (3) The Division of Purchasing/Warehouse Services shall be available as consultant to each school committee.
- (4) A procedure shall be developed for the vendors to display their products at one time to all the schools.
- (5) The photographers shall collect the money, relieving the clerical personnel of that duty.

History: Adopted 6-2-78; reaffirmed 3-29-95

Previous Coding: Admin. Policy JP, prior to May 1995; Admin. Policy 10.43, May 1995-August 1996

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