

FISCAL MANAGEMENT

VENDOR RELATIONS

FILE: DJG

No vendor, agent, or sales representative may enter the schools to advertise or sell goods or services to employees or students unless otherwise provided herein. Any person/persons found soliciting goods or services to students and employees in the schools or on school property during school hours will be subject to legal action.

Vendors will not be permitted to make appointments with individual Charlottesville City School Board employees without the permission of the principal and/or the Superintendent or his/her designee. No vendor will be permitted to arrange demonstrations of products or services, take orders for goods or services to be used for a trial period, or take orders to be billed to the school or school division without prior authorization from the superintendent or his/her designee.

This does not prevent authorized representatives of firms regularly supplying goods and services to the school division from having access to the schools in the course of their routine business duties.

Adopted: April 3, 1998
Reviewed: June 19, 2008

Legal References: Code of Virginia, 1950, as amended, sections 22.1-78, 22.1-293
(B-D)
11-75, 11-76, 11-77, 11-78

Cross Reference: KI Public Solicitations in the Schools