

**VENDOR RELATIONS**

The Superintendent may give permission to sales representatives of educational products to meet with members of the school staff at times that will not interfere with any part of the educational program.

Salespersons are permitted to call on Principals, but are prohibited from calling on other school personnel without authorization from the Superintendent.

In all procurement activities, agents of the board shall:

1. Consider first the mission and the interests of the district and the betterment of its educational program.
2. Endeavor to obtain the greatest value for every dollar expended.
3. Give all responsible bidders equal consideration and assurance of unbiased judgment in determining whether their product meets specification and the educational needs of the district.
4. Discourage the offer of and decline gifts which in any way might influence the purchase of school supplies and equipment.
5. Display a prompt and courteous attitude when interacting with vendors.
6. All vendor interactions shall comply with all state and federal purchasing and bidding laws.

SOURCE: Mississippi School Board Association

DATE: December 20, 2016

REVIEWED: April 4, 2017