

# Lebanon Community Schools

Code: **DJG**  
Adopted: 8/20/09  
Readopted: 5/6/10  
Orig. Code(s): DJG

## Vendor Relations

The district welcomes business and bids from all eligible vendors. Preferential treatment will not be extended to any vendor. Orders will be placed on the basis of quality, price, past performance and delivery.

No solicitation for products or services of a noneducational nature will be allowed in schools during the work day. Staff members desiring an appointment with a sales agent during the work day may do so with prior approval of the principal during noninstructional time. Principals may allow sales representatives or agents of educational products to contact staff members at times that will not interfere with the educational program.

Solicitation for products or services on other district property is prohibited without the approval of the appropriate district administrator or director.

All employees are prohibited from accepting items of material value from companies or organizations doing business with the district. Material value is defined as \$50 from a single source in a single year.

END OF POLICY

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### Legal Reference(s):

[ORS 244.040](#)

[ORS 332.107](#)

[ORS Chapters 279A, 279B and 279C](#)