

# Sacramento City USD

## Board Policy

### Relations With Vendors

BP 3315

#### Business and Noninstructional Operations

No district employee or Governing Board member shall accept personal gifts, commissions or expense-paid trips from individuals or companies selling equipment, materials or services required in the operation of district programs. Gifts include any gift purchased specifically for an employee which is not generally offered to other buyers.

This policy does not prohibit employees from accepting promotional or advertising items such as calendars, desk pads, notebooks and other office gadgets which are offered by business concerns free to all as part of their public relations programs.

District purchases of goods or non-employee services shall not be made from vendors with which district employees hold an economic interest. A district employee is considered to hold an economic interest in a vendor if they own, work for, serve as a consultant for, or have other financial interests with the vendor or if a member of an employee's immediate family has a direct financial interest in the potential vendor. A direct financial interest is defined as full or partial ownership, employment by, or existence of a consulting contract.

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

(cf. 9270 - Conflict of Interest)

This policy does not prohibit the acceptance of materials and/or services which are of use and benefit to the district.

(cf. 3290 - Gifts, Grants and Bequests)

#### Legal Reference:

##### EDUCATION CODE

60071 Prohibited offers to influence adoption or purchase of instructional materials

60072 Acceptance of consideration or inducements by school official

60073 Penalties for violation of article

60074 Supplying sample copies

60075 Receiving sample copies

60076 Inapplicability of article; royalties or other compensation of school official for writing or preparing instructional materials; claim of district to royalty

Policy SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

adopted: November 16, 1998 Sacramento, California

revised: November 5, 2001