

MANAGEMENT SUPPORT SERVICES

Provision of Certain Goods and Services to Students and Patrons

The superintendent is authorized and required to execute a written contract with an individual or organization that shall provide, with District assistance, goods and/or services for sale to students and/or members of the public. Prior to entering such a contract, the superintendent shall endeavor, whenever possible, to ensure the integrity of the supplier.

When applicable, these contracts should contain, but are not limited to, the following:

1. A complete description of the goods/services to be made available;
2. Where and when goods/services are to be made available;
3. The price to students and patrons of the goods/services offered;
4. Conditions for payment of the goods/services by students and patrons;
5. Specifications of any services or facilities to be provided to the supplier by the District, by an associated student body of the District, or by any school-related nonprofit organization that are necessary for, or attendant to, the provisions of the supplier's obligations;
6. The estimated value of the services or facilities in no. 5 above if the District, any associated student body, or school-related nonprofit organization is to receive any cash or goods/services in return from the supplier; and
7. The estimated value of goods/services or cash or amount per sale to patrons, or any combinations to be paid by the supplier pursuant to no. 6 above.

When such contracts are entered into, the students and patrons of the District shall be made aware that the goods and/or services to be made available by the supplier may be secured elsewhere or not at all. Whenever possible, students and patrons of the District shall be given sufficient advance notice to allow for alternative arrangements.

Students and patrons should be made aware of any benefits, cash or in kind, to be paid by the supplier to the District, any associated student body, or school-related nonprofit organization as a result of any student and/or patron purchases, including the estimated or actual amounts per purchase.

Adoption Date: November 26, 1995

Revised: May 23, 2001