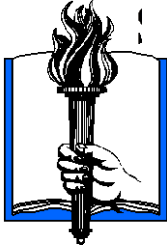


**MURFREESBORO CITY SCHOOLS
ADMINISTRATIVE DIRECTIVES**



| | | |
|---|-----------------------|------------------------|
| Descriptor Term: | Descriptor No: | Effective Date: |
| School Supply Companies Access to Campuses | AD FM11 | 08/15 |
| | Revised: | |
| | 7/19 | |

1 In an effort to control access to our schools by companies that come to school campuses to sell
2 products to teachers and staff, the following rules apply:

3
4 1. Companies must receive prior approval from the Director of Schools or her designee to come
5 on our campuses to sell educational products, supplies, etc. to our teachers and staff. Potential
6 sales should only be for educational products.

7
8 2. Companies must provide a detailed product and price list for comparison to the current
9 market for items that they want to sell prior to approval. (Available discounts and/or rebates
10 should be noted on the lists.) If it is found that the prices being charged for the items are not in
11 the best interest of MCS, the company will not be permitted to access the campus to sell those
12 items.

13
14 3. If approved, the company must be available to the school for the entire day so that teachers
15 can access the "store" either before school, after school, during their planning period, or during
16 their lunch period if they so choose. (Absolutely no instruction time is to be used for
17 "shopping.")

18
19 4. As always, all MCS, Local, and State purchasing procedures would need to be followed for
20 each sale with prior approval from the principal.

21
22
23
24 Board Related Policy 2.809