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| <u>Section D:</u> Fiscal Management | Knox County Board of Education Policy | | |
| | Vendor Relations | Descriptor Term: | Descriptor Code: Issued: |
| | | | D-260 7/95 |
| | | Reviewed: | Revised: |
| | 11/24 | 3/17 | |

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Vendor selection shall be in accordance with the [Knox County Purchasing Regulations](#).

Vendors shall obtain prior written approval from the Director of Schools or the Director’s designee before visiting school facilities and secure the permission of the principal’s office prior to visiting professional staff members. Vendor visitations to schools shall not be permitted to interfere with the normal instructional and learning process.

No person officially connected with or employed by the district will be an agent for or receive any financial compensation or reward of any kind from any vendor for the sale of supplies, materials, equipment or services. However, this shall not preclude a spouse or family member of a principal, teacher or other school administrative employee from participating in business transactions with the school system where a sealed competitive bid system is used; provided, that the principal, teacher or other school administrative employee does not have discretion in the selection of bids or specifications¹.

Additional information regarding insurance and/or fringe benefit vendors visiting schools may be found in the policies and procedures section of the [Knox County Schools website](#).

Legal Reference:

1. T.C.A. § 49-6-2003.

Approved as to Legal Form
By Knox County Law Director 3/18/2024
/Gary T. Dupler/Deputy Law Director