

## **Business and Non-Instructional Operations**

### **Relations with Vendors**

#### **General**

The Orange Board of Education wishes to maintain good working relations with vendors who supply materials, supplies, and services to the school system. Constructive efforts by the Administration to seek the advice and counsel of vendors about how to improve such relationships are encouraged.

Members of the Orange Board of Education and employees shall avoid any conflict, or appearance of conflict, between personal interests and the interests of the school system in dealing with suppliers, contractors, and all organizations or individuals doing, or seeking to do, business with the school system.

Although some suppliers offer gifts to employees at different times which are not intended to influence the school system's procurement practices, the Orange Board of Education requests that vendors do not place on their gift lists the names of individuals employed by, or officially connected with, the school system.

#### **Gifts**

No Orange Board member or employee shall directly or indirectly solicit any gift; or accept or receive any gift having a value of twenty-five dollars (\$25) or more, whether in the form of money, services, loan, travel, entertainment, hospitality, thing or promise or any other form, under circumstances in which it could reasonably be inferred that the gift was intended to influence the Orange Board member or employee, in the performance of his/her official duties or was intended as a reward for any official action on his/her part.

Policy adopted: May 13, 2013