

**MOUNTAIN HOME SCHOOL DISTRICT NO. 193  
MOUNTAIN HOME, IDAHO**

**PROCEDURES**  
Section 300.10, Pages 1

**SALES REPRESENTATIVES**

Sales representatives are permitted to call on school district employees on school district property only with authorization from District and School Administration. This permission should be limited to educational related products and services.

Sales representatives that receive authorization from District and School Administration to meet with members of the school district staff will not interfere with the educational program of the students.

Flyers and other advertisements from vendors may be accepted for distribution through the District distribution system to staff. It will then be the responsibility of staff to contact the vendor if they so choose.

Limited displays advertising merchandise or services may be exhibited in faculty rooms or other areas that are generally for staff use only. It is not proper to place such displays in public use areas such as reception areas, classrooms, or areas in which the general public has access. Displays concerning student-centered programs (pictures, rings, etc.) may be approved by the building administration.

The authorization to meet with or display advertising materials from a specific vendor of goods or services does not in any way carry an endorsement by the School District or District and Building Administration. Nor does the School District, District and Building Administration in any manner accept responsibility for the actions, quality, or value of any product or service provided.

Building level contracts are up to the discretion of the Building Administrator based on the ability of the contractor to best provide for the students.

The following organizations are pre-approved at the District level, but need to coordinate visits to the buildings with Building Administration:

1. Capital Educators Federal Credit Union
2. America Fidelity Assurance Company

October 11, 2001  
Revised: December 7, 2015

Reviewed: November 6, 2006

Revised: January 10, 2011