

## **COMPENSATION FROM VENDORS**

### **Definitions**

As used in this policy:

- A. “Compensation” means any cash, checks, stocks or other securities, gifts, discount certificates, travel vouchers, tickets, passes, and other things of value. The term “compensation” does not include free travel and lodging provided to adult chaperones and/or staff members who are required to accompany students on an official school field trip.
- B. “Official school field trip” means a journey by a group of students away from the school premises that is arranged, booked, or supervised by School District officials or employees, and approved by the Superintendent and/or the Board of Education pursuant to policy 7.23. The term “official school field trip” does not include trips or other activities that are arranged, booked, and paid for exclusively by booster groups, outside clubs or organizations, or School District officials or employees outside of school.
- C. “Outside vendor” means private travel companies or agents, tour operators, bus companies, or other persons or entities that arrange or coordinate official school field trips.
- D. “Public money” means any compensation received, collected by, or due a School District employee or official under color of office.

### **Prohibitions**

Any compensation paid by an outside vendor to a School District official or employee after the official or employee has participated in selecting the vendor to provide an official school field trip shall be considered to be public money and shall be turned in to the Treasurer.