

INDEPENDENT SCHOOL DISTRICT 271  
Bloomington, Minnesota

**REQUEST FOR SCHOOL BOARD ACTION**

DATE OF BOARD MEETING: May 29, 2018

SUBJECT: New Policy 702.4, Sale of Merchandise and Services  
and Solicitations

ORIGINATING DEPARTMENT: Business Office

APPROVAL OF ADMINISTRATIVE  
CABINET MEMBER: Rod Y. Zivkovich, Executive Director of  
Finance and Support Services *RYZ*

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**RESOLUTION FOR BOARD TO ADOPT:**

RESOLVED, that the School Board of Independent School District 271 approves new Policy 702.4, Sale of Merchandise and Services and Solicitations.

**RECOMMENDATION OF SUPERINTENDENT:**

Approve.



**BACKGROUND:**

The purpose of Policy 702.4 is to provide for the establishment of regulations pertaining to the outside sale of merchandise and services and solicitations on school district premises. This new policy incorporates language from Policy 721, which is being deleted due to MSBA using number 721 for a policy on another topic.

New Policy 702.4, and its accompanying regulation, eliminates the section of deleted Policy and Regulation 721 that pertained to the sale of obsolete equipment and materials, which is covered by state law.

District legal counsel has reviewed this new policy and it was approved by the Board Policy Committee at its meeting held May 17, 2018.

Board Adopted: May 29, 2018 [NEW]  
Contact Person: Executive Director of Finance and Support Services

**POLICY 702.4 SALE OF MERCHANDISE AND SERVICES AND SOLICITATIONS**

I. PURPOSE OF POLICY

To control the sale of merchandise and services, and solicitations on school premises.

II. GENERAL STATEMENT OF POLICY

The superintendent will establish and maintain regulations to control the sale of merchandise and services, and solicitations on premises.

Board Review:  
Contact Person:

May 29, 2018 [New]  
Executive Director of Finance and Support Services

**Regulation 702.4**

**SALE OF MERCHANDISE AND SERVICES, AND  
SOLICITATIONS**

**I. SALE OF MERCHANDISE AND SERVICES ON SCHOOL PREMISES**

- A. There will be no retail sales of merchandise or services conducted on the District premises by a business, individual, employee or employee group except:
  - 1. A business, individual, employee, or employee group may apply to rent school facilities to sell merchandise or services. The District reserves the right to approve or deny the application.
  - 2. The District may contract with a business, individual, employee, or employee group to sell merchandise or service on school premises.
- B. School-related groups, such as PTAs, and booster groups, may sell merchandise or services on school facilities for fund raising. A group will be required to obtain a permit from the District's Building Reservations Department. The group may use the facilities free of charge up to 2 times a year for these fund raisers. The group will be charged the customary rate after 2 free uses in one school year.
- C. Students, as part of their curricular and/or extracurricular program, may sell merchandise or services on school premises with the prior approval of the principal. District policies, regulations and rules may limit/prohibit sales.

**II. SOLICITATION ON SCHOOL PREMISES**

- A. A business, individual, employee or employee group may not solicit on school premises, pledges or donations without prior consent from the site administrator (i.e. principals, superintendent, etc.)
- B. Students, as part of their curricular and/or extracurricular program, may solicit pledges and donations on school premises with the prior approval of the principal. District policies, regulations and rules may limit/prohibit solicitations.