

Descriptor Term:  
ETHICS AND THE PURCHASING FUNCTION

Descriptor Code:  
6.4010

Legal References: G.S. 133-32, -33; 14-234, 14-234.1, -236, -237; Attorney General Opinion requested by L. W. Lamar regarding G.S. 133-32, the Applicability to Attorneys and Law Firms Providing Professional Services to Local Boards of Education, dated May 13, 1993

Cross References: 2.1210 Board Member Conflict of Interest; 6.4410/9.1210 Bidder's List; 7.7300 Employee Conflict of Interest

The board is committed to conducting the purchasing function in an ethical manner. The board's purchasing goals and principles will not be compromised by individuals motivated by personal gain.

The board of education and its officers, agents and employees are subject to the laws governing conflicts of interest in furnishing supplies to the board and the use of confidential information.

No board member or officer, agent or employee involved in the purchasing function will accept gifts, trips or meals from contractors, subcontractors or suppliers except gifts or favors of nominal value or meals furnished at banquets or meetings.

The school system's cost estimate for any public contract is confidential prior to bidding or other competitive purchasing processes. The identity of contractors who have obtained proposals for bid purposes for a public contract is confidential until the bids are opened in public and recorded in the board minutes. Any employee who divulges confidential information to any unauthorized person will be subject to disciplinary action.

The superintendent or his or her designee shall ensure that all affected personnel are aware of board policy requirements and applicable laws. Any individual aware of any violation of this policy or applicable laws should report such violation to the superintendent, or if it involves the superintendent, to the board chairperson.