Brownsville Independent School District

1900 Price Road Room #107, Brownsville, Texas 78521
(956) 548-8361 Fax: (956) 548-8367

Dr. René Gutiérrez
Superintendent

Rosario Peña, RTSBA
Purchasing Director

To: Campus Principals and Administrators

From: Rosario Peña, RTSBA
Purchasing Administrator R. Peña

Date: September 15, 2020

Re: Campus Visitation Vendor Letter

For the safety and health of everyone, no vendors are allowed to visit campuses. ONLY virtual, emails, or phones calls are allowed. Please contact campus to make arrangements on deliveries.

This memorandum should not be construed as an endorsement of any vendor, product or service. Campus principals have the sole authority to accept or deny vendor access to the campus. If a vendor's request is approved, the vendor's visitation should not interfere with the instructional program. According to DG (Local), DGA (Local), and DGA (Regulation) *Employee Rights and Privileges*; "teachers and other staff members shall be protected from interruption as much as possible while on duty. This shall include the preparation period. No commercial solicitations of teachers or staff members will be permitted during on-duty hours." Vendors should make arrangements to visit with teachers and staff before or after school hours.

Written, signed, or verbal agreement(s) between a vendor and staff member shall not commit the school district or campus, each individual is personally liable to the vendor, the risk of loss is retained by the vendor, and vendor shall collect any outstanding balance from the staff member. The school district or campus shall not be responsible for any agreement or debt incurred by individual staff members.

This authorization will be effective throughout the 2020-2021 school year. Brownsville ISD does not authorize the use of campus visitation letter outside BISD's premises. Vendor(s) who violate the use of the letter will have the letter revoked and will not be able to re-new.
If you have any questions, please contact me at (956) 548-8361.

GTM Custom Uniforms
(956) 346-0664
Administration must be present
Expires May 27,2021/ Not for ANY BISD EVENTS

BISD does not discriminate on the basis of race, color, national origin, sex, religion, age, disability or genetic information in employment or provision of services, programs or activities.
BISD no discrimina a base de raza, color, origen nacional, sexo, religion, edad, incapacidad o información genética en el empleo o la disposición de servicios, programas o actividades.