

CONFLICT OF INTEREST

- A. A Board member or any employee of the School District shall not directly or indirectly solicit or be a party to any contract between the School District or himself or herself; any firm, including co-partnership or other unincorporated association of which he or she is a partner, member or employee; any private corporation of which he or she is a stockholder owning more than 1% of the total outstanding stock of any class of stock; any public corporation of which he or she is a director, officer, or employee, or of which he or she has stock with a present total market share in excess of \$25,000.00; or, any trust of which he or she is a beneficiary or trustee.

It is not the intent of this Policy to prevent the Board of Education from authorizing a contract or transaction with a private or public corporation, partnership, unincorporated association, business, trust, or any other type of entity merely because a Board member or employee of the School District is an employee, stockholder, officer or director of any such entity.

- B. The prohibition of Paragraph A does not apply to Board members or employees of the District who work an average of 25 hours per week or less for the District and the Board member or employee, before the contract or transaction is considered by the Board of Education, promptly discloses the pecuniary interest he or she may have in the contract or transaction in accordance with Paragraph C, below, and he or she thereafter abstains from participating in any discussion of the matter and from voting on the contract or transaction, as set forth in Paragraph E, below.

- C. A Board member or employee must promptly disclose his or her pecuniary interests in any prospective contract or transaction with the School District to the Board of Education in the following enumerated ways, and such disclosure shall be made a matter of record in the Board of Education minutes:

1. If the Board member or employee will directly benefit from the contract or transaction in an amount less than \$250.00 and less than 5% of the public cost of same, then the Board member or employee shall file a sworn affidavit to that effect with the Board of Education either prior to or at the public meeting at which the Board of Education shall consider the contract or transaction.
2. If the amount of the direct benefit to the Board member or employee is between \$250.00 and \$5,000.00, then the Board member or employee shall promptly disclose his or her pecuniary interest in the contract or transaction to the Board of Education President or presiding officer at least seven (7) days prior to the public meeting at which a vote shall be taken on the contract or transaction. This disclosure shall be included in the public meeting notice of said meeting. In the event that the Board of Education President or presiding officer is the party of interest in the contract or transaction, the written disclosure shall be made as above, but to the secretary to the Board of Education.

3. If the amount of the direct benefit to the Board member or employee is greater than \$5,000.00, the Board member or employee shall make this disclosure at a public meeting of the Board of Education held at least seven (7) days before a public meeting at which a vote shall be taken on the contract or transaction.
- D. The minutes shall include all of the following with respect to a Board member's or employee's disclosure under Paragraph C:
1. The name of each party involved in the contract;
 2. The terms of the contract, including duration, financial consideration between parties, facilities or services of the District included in the contract, and the nature and degree of assignment of employees of the District for fulfillment of the contract; and
 3. The nature of any pecuniary interest.
- E. All contracts, transactions or other matters in which there is a disclosed pecuniary interest on the part of a Board member shall be approved by a 2/3 vote of the Board members elected to and serving on the Board of Education without the vote of the Board member making the disclosure.

Adopted 11/19/98; Reviewed 11/15/07, 8/11/10