CONFLICT OF INTEREST -ANNUAL STATEMENT

Policy 1130 – Conflict of Interest

A. The proper performance of school business is dependent upon the maintenance of

unquestionably high standards of honesty, integrity, impartiality, and professional

conduct by Board of Education’s members, and the District’s employees, officers and

agents. Further, such characteristics are essential to the Board’s commitment to earn and

keep the public’s confidence in the School District. For these reasons, the Board adopts

the following guidelines to assure that conflicts of interest do not occur. These guidelines

apply to all District employees, officers and agents, including members of the Board.

These guidelines are not intended to be all-inclusive, nor to substitute for good judgment

on the part of all employees, officers and agents.

1. No employee, officer or agent shall engage in or have a financial or other interest,

directly or indirectly, in any activity that conflicts or raises a reasonable question

of conflict with his/her duties and responsibilities in the school system.

2. Employees, officers and agents shall not engage in business, private practice of

their profession, the rendering of services, or the sale of goods of any type where

advantage is taken of any professional relationship they may have with any

student, client, or parents of such students or clients in the course of their

employment or professional relationship with the School District.

Included, by way of illustration rather than limitation are the following:

a. the provision of any private lessons or services for a fee

b. the use, sale, or improper divulging of any privileged information about a

student or client gained in the course of the employee’s, officer’s or

agent’s employment or professional relationship with the District through

his/her access to School District records

c. the referral of any student or client for lessons or services to any private

business or professional practitioner if there is any expectation of

reciprocal referrals, sharing of fees, or other remuneration for such

referrals

d. the requirement of students or clients to purchase any private goods or

services provided by an employee, officer or agent or any business or

professional practitioner with whom any employee, officer or agent has a

financial or other relationship, as a condition of receiving any grades,

credits, promotions, approvals, or recommendations

3.Employees, officers and agents shall not make use of materials, equipment, or

facilities of the School District in private practice. Examples would be the use of

facilities before, during, or after regular business hours for service to private practice

clients, or the checking out of items from an instructional materials center for private

practice.

B. Exceptions to Part A of this policy shall be approved by the

Superintendent before entering into any private relationship.

C. Employees, officers and agents can not participate in the selection, award, or

administration of a contract supported by a Federal grant/award if s/he has a real or

apparent conflict of interest. Such a conflict of interest would arise when the employee,

officer or agent, any member of his/her immediate family, his/her partner, or an

organization which employs or is about to employ any of the parties described in this

section, has a financial or other interest in or a tangible personal benefit from a firm

considered for a contract.

Employees, officers and agents can not solicit or accept gratuities, favors, or anything of

monetary value from contractors or parties to subcontracts.

D. To the extent that the District has a parent, affiliate or subsidiary organization that is not a

State, local government or Indian tribe, the School District may not conduct a

procurement action involving the parent, affiliate or subsidiary organization if the School

District is unable, or appears to be unable, to be impartial.

E. Employees, officers and agents must disclose any potential conflict of interest which may

lead to a violation of this policy to the School District. Upon discovery of any potential

conflict of interest, the School District will disclose, in writing, the potential conflict of

interest to the appropriate Federal awarding agency or, if applicable, the pass-through

entity.

The District will also disclose, in a timely manner, all violations of Federal criminal law

involving fraud, bribery or gratuity that affect a Federal award to the appropriate Federal

awarding agency or, if applicable, the pass- through entity.

F. Employees, officers and agents found to be in violation of this conflict of interest policy

will be subject to disciplinary action up to and including termination, as permitted by

applicable Board policy.

I attest that I will

•Follow the district conflict of interest policy, federal law, and the Ohio Ethics Law;

•Take no actions in my current position that involve any entity in which I am involved or

persons that are imputed to me in which I have a financial interest;

•Take no action if such action will benefit any member of my household, any relative

with whom we have a close relationship, or any person with whom my spouse, parent,

or child has a close relationship.

 • Participate in no action that could benefit any organization in which I have a business

relationship or in which I currently serve or have served within the last year.

 • Acknowledge my responsibility to disclose any financial or personal interest in any

activities I am involved in that could result in a conflict of interest and to abstain from

any involvement related to the activities of the district or school concerning any such

relationships.

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_