

Conflict of Interest Code of the Fresno Unified School District

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict-of-interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. Section 18730) that contains the terms of a standard conflict-of-interest code and may be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices designating positions and establishing disclosure requirements shall constitute the conflict-of-interest code of the Fresno Unified School District ("District").

The Form 700s for designated positions, other than the members of the District's Governing Board and Superintendent, shall be filed with the District. District's Governing Board and Superintendent are to file their original Form 700s directly with the Clerk of the Board for the Fresno County Board of Supervisors using the electronic filing system. If the Form 700s are not filed electronically, the paper Form 700 and waiver shall be filed with the District and, upon receipt of these paper Form 700s with waivers, the District shall make and retain a copy and forward the original to the Clerk of the Board of Supervisors.

The District shall retain a copy of all electronically filed Form 700s, a copy of all paper Form 700s with waivers and the original Form 700s of designated positions and shall make the Form 700s available for public review, inspection, and reproduction. (Gov. Code section 81008.)

The provisions of all Conflict of Interest Codes and amendments thereto previously adopted by the Agency are hereby superseded.

Approved and/or authorized by the Board of Supervisors of the County of Fresno	
Meeting Date: 12.4.18	Agenda Item No. 37
By: Kelly Hancock	Date: 12.4.18
Deputy Clerk	

APPENDIX A

Public Officials Who Manage Public Investments

It has been determined that positions listed below manage public investments *and will file a statement of economic interests pursuant to Government Code Section 87200*. These positions are listed for informational purposes only:

Governing Board Members
Superintendent of Schools

Designated Positions

<u>Designated Position</u>	<u>Disclosure Category</u>
Deputy Superintendent/Chief Financial Officer	1
Administrator	1
Administrator Alternative Education	1
Administrator Curriculum and Instruction	1
Administrator HR and Labor Relations	1
Administrator Leadership Development	1
Administrator Professional Development	1
Administrator Professional Learning	1
Assistant Superintendent English Learner Services	1
Assistant Superintendent Facilities Management and Planning	1
Assistant Superintendent School Operations	1
Assistant Superintendent Special Education	1
Assistant/Associate Superintendent	1
Associate Superintendent Curriculum and Instruction	1
Business Operations Manager	1
Chief	1
Chief Academic Officer	1
Chief Information Officer	1
Chief of Equity and Access	1
Chief of Human Resources/Labor Relations	1
Chief of Staff	1
Chief Operations Officer	1
Chief Technology Officer	1
Consultants	1
Deputy Executive	1
Director	1
Director Benefits and Risk Management	1
Director Fiscal Services	1

Executive Director	1
Executive Director Constituent Services	1
Executive Director Early Learning	1
Executive Director Family and Community Services	1
Executive Director Maintenance and Operations	1
Executive Director Prevention and Intervention	1
Executive Director Purchasing	1
Executive Director Technology Services	1
Executive Director HR and Labor Relations	1
Executive Officer	1
Executive Officer Accountability and Improvement	1
Executive Officer College and Career Readiness	1
Executive Officer Fiscal Services	1
Executive Officer State and Federal	1
Instructional Superintendent	1
Purchasing Manager	1
Senior Executive	1
Buyer I, II, III, IV	2
Members of Audit Committee	2
Members of Citizen's Oversight Committee	2
Project Manager	2
Purchasing Technician	2
Administrative Analyst	3
Advisor, Guidance Learning	3
Analyst I, II	3
Coordinator, I, II	3
Director College and Career Readiness	3
Director Food Services	3
Director Health Services	3
Director Instructional Services	3
Director Leadership Development	3
Director Prevention and Intervention	3
Director School Operations	3
Director Special Education	3
Director Transportation	3
District Supervisor I, II	3
Executive Assistant to Superintendent	3
Head Counselor	3
Manager I, II, III	3
Nutritionists	3
Occupational Therapist	3
Ombudsman	3

Principal I, II, III, IV, Special Assignment	3
School Counselor	3
School Psychologists	3
School Social Worker, Clinical, School	3
Vice Principal I, II, III, IV, Special Assignment	3

Disclosures for Consultants

Consultants are designated employees who must disclose financial interests shall be determined on a case-by-case basis by the Superintendent or designee in consultation with legal counsel. The Superintendent or designee's written approval shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. Legal counsel shall review and issue a written opinion regarding the Superintendent's final determination. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.

A consultant is an individual who, pursuant to a contract with the district, makes a governmental decision whether to: (2 CCR 18700.3)

1. Approve a rate, rule, or regulation
2. Adopt or enforce a law
3. Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement
4. Authorize the district to enter into, modify, or renew a contract that requires district approval
5. Grant district approval to a contract that requires district approval and in which the district is a party, or to the specifications for such a contract
6. Grant district approval to a plan, design, report, study, or similar item
7. Adopt or grant district approval of district policies, standards, or guidelines

A consultant is also an individual who, pursuant to a contract with the district, serves in a staff capacity with the district and in that capacity participates in making a governmental decision as defined in 2 CCR 18704, subsections (a) and (b), or performs the same or substantially all the same duties for the district that would otherwise be performed by an individual holding a position specified in the district's conflict of interest code. (2 CCR 18700.3)

APPENDIX B

DISCLOSURE CATEGORIES

Individuals holding designated positions must report their interests according to their assigned disclosure category(ies).

1. Full Disclosure Category 1: A person designated Category 1 shall disclose:
 - a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries, or of any land owned or used by the district.
 - b. Investments, business positions, and sources of income, including gifts, loans, and travel payments.

2. Disclosure Category 2: A person designated Category 2 shall disclose:
 - a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries, or of any land owned or used by the district. Such interests include any leasehold, beneficial or ownership interest or option to acquire such interests in real property.
 - b. Investments or business positions in or income, including gifts, loans, and travel payments, from sources which:
 - (1) Are engaged in the acquisition or disposal of real property within the district,
 - (2) Are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the district, or
 - (3) Manufacture or sell supplies, books, machinery, or equipment of the type used by the district.

3. Disclosure Category 3: A person designated Category 3 shall disclose:
 - a. Interests, investments or business positions in or income, including gifts, loans, and travel payments, from sources which: Are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs or
 - b. Investments or business positions in or income from sources which manufacture or sell supplies, books, machinery, or equipment of the type used by the department which the designated person manages or directs. For purposes of this category, a principal's department is their entire school.

Exhibit FRESNO UNIFIED SCHOOL DISTRICT
approved: February 12, 2014 Fresno, California
revised: December 14, 2016
revised: March 22, 2017
revised: September 19, 2018