

**Washington Colony Elementary School District**

**CONFLICT OF INTEREST CODE**

The Political Reform Act (Government Code section 81000, et seq.) requires local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted Title 2 of the California Code of Regulations, section 18730, which contains the terms of a standard conflict of interest code and may be incorporated by reference in an agency's code. Therefore, the terms of 2 CCR section 18730, and any amendments to it adopted by the Fair Political Practices Commission, are hereby incorporated by reference in this code. This regulation and the attached appendices designating positions and establishing disclosure requirements shall constitute the Washington Colony Elementary School District's (District) conflict of interest code.

The members of the District's Board of Trustees and individuals holding designated positions shall file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories listed in the attached Appendix B. The Statement of Economic Interest shall be filed with the District's filing officer, and, if so required, with the District's code reviewing body, the Fresno County Board of Supervisors. The District shall make the statements available for public review, inspection and reproduction. (Gov. Code section 81008.) Upon receipt of the statements for the District's Board members and the District's Superintendent, the District shall make and retain a copy and forward the original of these statements to the Fresno County Board of Supervisors.

The provisions of all Conflict of Interest Codes and amendments thereto previously adopted by the District are hereby superseded.

*Adopted by the Washington Colony Elementary School District Board of Trustees on \_\_\_\_\_, 2013.*

## APPENDIX A

### DESIGNATED POSITIONS

Designated Position	Disclosure Category
Board of Trustees Members	1
Superintendent	1
Director of Financial Services	1
Assistant Principal	2
Director of Maintenance, Operations, Transportation	2

#### Disclosures for Third Party Consultants

Third party consultants are “designated employees” who must disclose financial interests as determined on a case-by-case basis by the Superintendent or his/her designee. The written determination of Superintendent or designee shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.

For purposes of this section and for compliance with the Political Reform Act and 2 CCR section 18701, a consultant is defined as “an individual who, pursuant to a contract with the District, makes a governmental decision whether to:

1. Approve a rate, rule or regulation;
2. Adopt or enforce a law;
3. Issue, deny, suspend, or revoke a 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; or
7. Adopt or grant District approval of District policies, standards or guidelines.

A consultant also means 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 section 18702.2 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 section 18701.)

## **APPENDIX B**

### **DISCLOSURE CATEGORIES**

1. 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 and business positions in business entities, and income, including loans, gifts, and travel payments, from all sources.
2. Category 2: A person designated Category 2 shall disclose:
  - a. Investments or business positions in or income from sources which are contractors or subcontractors engaged in work or services of the type used by the District.
  - 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 District.