

LEGISLATIVE VERSION
(SHOWS CHANGES MADE)

CONFLICT OF INTEREST CODE
OF
ALVORD UNIFIED SCHOOL DISTRICT

CONFLICT OF INTEREST CODE OF ALVORD UNIFIED SCHOOL DISTRICT

(Amended ~~February 18, 2016~~ November 5, 2020)

The Political Reform Act of 1974 (Gov. Code § 81000, et seq.) requires each state and local government agency to adopt and promulgate a conflict of interest code. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code Regs., § 18730) that contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, Regulation 18730 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 incorporation page, Regulation 18730 and the attached Appendix designating positions and establishing disclosure categories, shall constitute the Conflict of Interest Code of the **Alvord Unified School District** (the "**District**").

All officials and designated positions required to submit a statement of economic interests shall file their statements with the ~~Administrative Assistant of Business Services~~ Executive Assistant, Superintendent as the District's Filing Officer. The ~~Administrative Assistant of Business Services~~ Executive Assistant, Superintendent shall make and retain a copy of all statements filed by members of the Board of Education and the Superintendent of Schools, and forward the originals of such statements to the Clerk of the Board of Supervisors of the County of Riverside. The Executive Assistant, Superintendent shall retain the originals ~~s-of-the~~ statements filed by all other officials and designated positions and make all statements available for public inspection and reproduction during regular business hours. (Gov. Code § 81008.)

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ALVORD UNIFIED SCHOOL DISTRICT**

(Amended ~~February 18, 2016~~ November 5, 2020)

PART “A”

OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

District officials who manage public investments, as defined by 2 Cal. Code of Regs. § 18700.3, are NOT subject to the District's Code, but must file disclosure statements under Government Code Section 87200 et seq. [Regs. § 18730(b)(3)] These positions are listed here for informational purposes only.

It has been determined that the positions listed below are officials who manage public investments¹:

Members of the Board of Education

Superintendent of Schools

Chief ~~Financial-Business~~ Officer

Financial Consultants

¹ Individuals holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by §87200.

DESIGNATED POSITIONS

GOVERNED BY THE CONFLICT OF INTEREST CODE

<u>DESIGNATED EMPLOYEES'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Accounting Supervisor Assistant Director, Fiscal Services	5
Administrative Services Program Manager	2, 5
Assistant Superintendent, Business Services	1, 2
Assistant Superintendent, Human Resources Development	5
Assistant Superintendent, Instructional Support Educational Services	5
Assistant Superintendent, Operations	1, 2
Controller, Accounting	4
Coordinator, Before & After School Students Programs	5
Coordinator, Family Engagement	5
Coordinator, Special Education	5
Deputy Superintendent of Schools	1, 2
Director, Budget & Finance	4
Director, Child Nutrition Services	5
Director, Elementary <u>(PREK-5)</u> Teaching, Learning & Professional Development	5
Director, English Learner Teaching and Learning	5
Director, Equity & Access	5
Director, Human Resources Development	5
Director, Integrated Technology Support Services	5

DESIGNATED EMPLOYEES'
TITLE OR FUNCTION

DISCLOSURE CATEGORIES
ASSIGNED

Director, Maintenance & Operations	3, 5	
Director, Professional Development	5	
Director, Recruitment & Retention of Enrollment	5	
Director, Risk Management <u>Benefits Manager</u>		5
Director, School Accountability & Student Information	5	
Director, Secondary Teaching, Learning & Professional Development	5	
Director, Special Education Services	5	
Director, State & Federal Programs	5	
Director, Student Services	5	
Evaluation/Technology Specialist	5	
Executive Director, Administrative Services	2, 3, 4	
Executive Director, Initiatives, Innovation & Communications	5	
General Counsel	1, 2	
Maintenance Manager	5	
Network Administrator <u>Manager</u>		5
Nutrition Specialist	5	
Office Manager, Human Resources	5	
<u>Operations Manager</u>	<u>5</u>	
Principals (ALL)	5	
Supervisor <u>Coordinator</u> , Library/ Media Services <u>Instructional Support/Induction</u>		5
Supervisor, Operations (Child Nutrition Services)	5	

DESIGNATED EMPLOYEES'
TITLE OR FUNCTION

DISCLOSURE CATEGORIES
ASSIGNED

~~Technology Operations Specialist~~ ~~5~~

Consultant and New Positions²

² Individuals providing services as a Consultant defined in Regulation 18700.3 or in a new position created since this Code was last approved that makes or participates in making decisions shall disclose pursuant to the broadest disclosure category in this Code subject to the following limitation:

The District Superintendent may determine that, due to the range of duties or contractual obligations, it is more appropriate to assign a limited disclosure requirement. A clear explanation of the duties and a statement of the extent of the disclosure requirements must be in a written document. (Gov. Code Sec. 82019; FPPC Regulations 18219 and 18734.) The District Superintendent's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code Sec. 81008.)

PART “B”

DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of economic interests that the designated position must disclose for each disclosure category to which he or she is assigned.³ “Investment” means financial interest in any business entity (including a consulting business or other independent contracting business) and are reportable if they are either located in, doing business in, planning to do business in, or have done business during the previous two years in the jurisdiction of the District.

Category 1: All investments and business positions in business entities, and sources of income that are located in, that do business in or own real property within the jurisdiction of the District.

Category 2: All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the jurisdiction of the District, including any leasehold, beneficial or ownership interest or option to acquire property.

Category 3: All investments and business positions in, and sources of income from, business entities that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the District.

Category 4: All investments and business positions in, and sources of income from, business entities that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the District.

Category 5: All investments and business positions in, and sources of income from, business entities that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the designated position’s department, unit or division.

³ This Conflict of Interest Code does not require the reporting of gifts from outside this agency’s jurisdiction if the source does not have some connection with or bearing upon the functions or the duties of the position. (Reg. 18730.1)