

SCHOOL DISTRICT OFFICER AND EMPLOYEE CODE OF ETHICS: REGULATION
2160-R.1

The Board hereby establishes the following Code of Ethics to govern the conduct of the officers and employees of the district.

Definitions:

1. "Officer or employee" - any member, officer or employee of the Board, whether paid or unpaid. No person shall be deemed to be an officer or employee solely by reason of being a volunteer.
2. "Interest" - a pecuniary or material benefit accruing to an officer or employee unless the context otherwise requires.

Standards of Conduct:

Every officer and employee of the Board shall be subject to and abide by the following standards of conduct:

1. Gifts: An officer or employee shall not directly or indirectly solicit any gift, or receive any gift having a value of \$75 or more, whether in the form of money, services, loans, travel, entertainment, hospitality, or promise, or any other form, under circumstances in which it could reasonably be inferred that the gift was intended to influence the officer or employee, or could reasonably be expected to influence him or her in the performance of official duties, or was intended as a reward for any official action on his or her part.

However, nothing herein should be construed as prohibiting the traditional exchange of holiday gifts provided that discretion is used to ensure that gifts of value are not accepted by staff employees or officers. Gifts from children that are principally sentimental in nature and of insignificant financial value may be accepted in the spirit in which they are given.

2. Confidential Information: An officer or employee shall not disclose confidential information acquired in the course of official duties, or use such information to further a personal interest.
3. Representation before the Board: An officer or employee shall not receive, or enter into any agreement, express or implied, for compensation for services to be rendered in relation to any matter before the school district.
4. Disclosure of interest in matters before the Board: A member of the Board of Education and any officer or employee of the District, whether paid or unpaid, must publicly disclose the nature and extent of any interest they or their spouse have, will have or later acquire in any actual or proposed contract, purchase agreement, lease agreement or other agreement involving the school district (including oral agreements), to the governing body and his/her immediate supervisor (where applicable) even if it is not a prohibited interest under applicable law. Such disclosure must be in writing and made part of the official record of the school district. Disclosure is not required in the case of an interest

that is exempted under Section 803(2) of the General Municipal Law. The term "interest" means a pecuniary or material benefit accruing to an officer or employee.

5. Investments in conflict with official duties: An officer or employee shall not invest or hold any investment directly in any financial, business, commercial or other private transaction that creates a conflict with his or her official duties.
6. Private employment: An officer or employee shall not engage in, solicit, negotiate for or promise to accept private interests when that employment or service creates a conflict with or impairs the proper discharge of his or her official duties.
7. Future employment: An officer or employee shall not, after the termination of service or employment with the Board appear before the Board, or any panel or committee of the Board, in relation to any case, proceeding, or application in which he or she personally participated during the period of his or her service or employment or that was under his or her active consideration.

This shall not bar or prevent the timely filing by a present or former officer or employee of any claim, account, demand or suit against the district on behalf of the officer or employee or any member of his or her family arising out of any personal injury or property damage or for any lawful benefit authorized or permitted by law.

Distribution of Copies of this Policy:

The Superintendent shall see that a copy of this policy is distributed to every current officer and employee of the district. Each officer and employee elected or appointed thereafter also shall be furnished with a copy.

Penalties:

In addition to any penalty contained in any other provision of law, any person who shall knowingly and intentionally violate any of the provision of this code may be fined, suspended or removed from office or employment, as the case may be, in the manner provided by law.