



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Department Name:** County Counsel  
**Department No.:** 0710  
**For Agenda Of:** February 14, 2017  
**Placement:** Administrative  
**Estimated Tme:** n/a  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors

**FROM:** County Counsel Michael C. Ghizzoni x2950  
Contact Info: Jerry F. Czuleger x2950

**SUBJECT:** Amendment to the Conflict of Interest Code of the Santa Barbara Unified School District (“District”)

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**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: n/a

**Other Concurrence:** n/a

**Recommended Actions:**

- a. That the Board of Supervisors approves the attached proposed amendments to the Conflict of Interest Code of District; and,
- b. Determine that the above action is an organizational or administrative activity of government that is not a project under the California Environmental Quality Act (CEQA) pursuant to section 15378(b)(5) of the CEQA Guidelines.

**Summary Text:**

The District’s Conflict of Interest Code amendments were adopted August 19, 2016. The amendments include a revision of titles of existing positions; and update of Fair Political Practices Commission Regulation numbers and disclosure language. (See attached “2016 Local Agency Biennial Notice”)

**Background:**

All public agencies are required by the Political Reform Act of 1974 to:

1. Adopt local conflict of interest codes identifying the reporting requirements of covered employees; and,
2. Review the need for any revisions to their local conflict of interest codes on a biennial basis.

The Political Reform Act designates Boards of Supervisors as the local Code Reviewing Body for independent districts and agencies. The revised Conflict of Interest Code is effective once approved by your Board.

**Special Instructions:**

Please forward a copy of the minute order reflecting the Board's action to the District and to Senior Deputy County Counsel Jerry F. Czuleger.

**Attachments:**

- 2016 Local Agency Biennial Notice from District.
- Correspondence by Special Counsel of SBUSD dated 08-15-2016
- Draft of the Conflict of Interest Code of SBUSD
- Conflict of Interest Code of the SBUSD
- Conflict of Interest Code of the SBUSD - Appendix Part "A"
- Conflict of Interest Code of the SBUSD - Appendix Part "B"

**Authored by:**

Senior Deputy County Counsel Jerry F. Czuleger

**cc:**

Santa Barbara Unified School District