

CONFLICT OF INTEREST CODE
for the
SANTA MARIA JOINT UNION HIGH 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 California Code of Regulations Section 18730) which 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, it may be amended by the Fair Political Practices 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 Code designating officials and employees and establishing disclosure categories, shall constitute the Conflict of Interest Code of the **SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT**.

Designated employees shall file statements of economic interests with the SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT who will make the statements available for public inspection and reproduction. (Government Code §81008). Upon receipt of the Statement filed by the designated employee, a copy shall be retained with the Santa Maria Joint Union High School District and the original shall be forwarded to the County Clerk, Recorder and Assessor.

DISCLOSURE CATEGORIES

Category 1

Designated employees assigned to this category must report:

(a) Interests in real property which are located in whole or in part: (1) within the boundaries of the District, (2) within two miles of the boundaries of the District, or (3) within two miles of any land owned or used by the District. "Interests in real property" include any leasehold, beneficial or ownership interest or option to acquire such interest in real property, other than a periodic tenancy of one month or less (e.g., a month-to-month lease).

(b) Investments or business positions, in business entities or income from sources which engage in the acquisition or disposal of real property within the jurisdiction.

(c) Investments or business positions, in business entities or income from sources which: (1) are contractors or subcontractors who are or have been within the last two years engaged in the performance of work or services of the type utilized by the District, or (2) which manufacture or sell supplies, books, machinery or equipment of the type utilized by the District.

Category 2

Designated employees assigned to this category must report:

Investments or business positions in business entities or income from sources which: (1) are contractors or subcontractors who are or have been within the last two years engaged in the performance of work or services of the type utilized by the employee's department, or (2) which manufacture or sell supplies, books, machinery or equipment of the type utilized by the employee's department. For the purpose of this category, a principal's department is his/her entire school.

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<u>Designated Positions</u>	<u>Disclosure Category</u>
Board Members	1
Superintendent	1
Assistant Superintendent, Human Resources	2
Assistant Superintendent, Curriculum and Instruction	2
Assistant Superintendent, Business Services	2
Principal <u>(all schools)</u>	2
LCFF Task Coordinator	2
<u>Executive Director, Teaching and Learning</u>	2
Director of Alternative Education	2
Director, Career Technical Education	2
Director, Special Education	2
Director, Student Services	2
Dean of Special Education	2
<u>Special Education Program Specialist</u>	2
Assistant Principal <u>(all schools)</u>	2
<u>Dean of Students (all schools)</u>	2
Director, Multilingual and Migrant Education Programs	2
<u>Manager, Family and Community Engagement</u>	2
Director, of Facilities and <u>Maintenance, Operations, and Transportation</u>	2
Director of Support Services <u>Director, Facilities and Logistics</u>	2
Director, of Information Systems, <u>Instructional Technology</u>	2
<u>Manager, Information Technology</u>	2
Director, Fiscal Services	2
<u>Director, Wellness Services</u>	2
Budget Manager	2
Energy Manager	2
<u>Manager, Fiscal Services</u>	2
Plant Manager <u>(all schools)</u>	2
Facilities Planner	2
<u>Director, Certificated Human Resources</u>	2
Director of <u>Classified</u> Human Resources	2
Public Information Officer	2
Manager, Transportation	2
Director, Food Services	2
Consultant*	2

*Disclosures for Consultants

Consultants are designated employees who must disclose financial interests as determined on a case-by-case basis by the Superintendent or designee. The Superintendent or designee's written determination 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.

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](#))