

ATTACHMENT
Draft of the
Conflict of Interest Code of CUSD

LEGISLATIVE VERSION
(SHOWS CHANGES MADE)

CONFLICT OF INTEREST CODE FOR THE
CARPINTERIA UNIFIED SCHOOL DISTRICT

(Amended ~~October 23, 2012~~ October 11, 2016)⁴

The Political Reform Act (Gov. Code § 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 Cal. Code of 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 Carpinteria Unified School District (the "District").

All officials and designated positions required to submit a statement of economic interests shall file their statements with the **Executive Assistant** as the District's Filing Officer. The **Executive Assistant** shall make and retain a copy of all statements filed by Members of the Board of Education, the Superintendent and the Assistant Superintendent, Business Services, and forward the originals of such statements to the Clerk of the Board of Supervisors of the County of Santa Barbara. The **Executive Assistant** shall retain the originals of the statements filed by all other

⁴ ~~Titles updated September 2014.~~

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officials and designated positions and make all statements available for public inspection and reproduction during regular business hours. (Gov. Code § 81008.)

APPENDIX

CONFLICT OF INTEREST CODE
OF THE
CARPINTERIA UNIFIED SCHOOL DISTRICT
(Amended ~~October 23, 2012~~ October 11, 2016)

EXHIBIT PART "A"

OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

District Officials who manage public investments, as defined by 2 Cal. Code of Regs. § ~~18701(b)~~ 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 investments²:

Members of the Board of Education

Superintendent

Assistant Superintendent, Business Services

Financial Consultants

² 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 POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
After School Coordinator	5
Assistant Principal	5
Athletic Director	5
Cafeteria Manager	5
<u>Chief Business Officer</u>	<u>4</u>
Curriculum Coordinator	5
Custodial Services Supervisor (combined with Maintenance Supervisor)	5
Director of College-Bound Programs & Instruction	5
<u>Director of Educational Services</u>	<u>5</u>
Director of Facilities	1, 2
Director of Human Resources	5
Director of Pupil Services	5
Director of Special Education	5
Executive Assistant	4
Executive Director, CCPM	5
Food Service Supervisor <u>Child Nutrition and Wellness Coordinator</u>	5
General Counsel	1, 2
Grounds Supervisor	5

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<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Maintenance <u>and Custodial</u> Supervisor	5
Principal	5
Project Director	5
Purchasing Technician	4
Technology Supervisor	5
Transportation/Warehouse Supervisor	5

Consultant and New Position³

³ ~~Individuals providing services as a Consultant defined in Regulation 18701 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: Individuals serving as a consultant as defined in FPPC Reg 18700.3 or in a new position created since this Code was last approved that makes or participates in making decisions must file under the broadest disclosure set forth in this Code subject to the following limitation:~~

The 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 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.)

EXHIBIT PART "B"

DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of economic interests that the designated positions must disclose for each disclosure category to which he or she is assigned.⁴ ~~Such economic interests~~ "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 or doing business in the jurisdiction, are planning to do business in the jurisdiction, 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, including gifts, loans and travel payments, that are located in, 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.

Category 3: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, 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 business entities, and sources of income, including gifts, loans and travel payments, 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 business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the designated position's department, unit or division.

⁴ 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 duties of the position. (Reg. 18730.1)

**NOTICE OF INTENTION TO AMEND THE
THE CONFLICT OF INTEREST CODE OF THE
CARPINTERIA UNIFIED SCHOOL DISTRICT**

NOTICE IS HEREBY GIVEN that the Carpinteria School District (the "District") intends to amend the District's Conflict of Interest Code (the "Code") pursuant to Government Code Section 87306.

A conflict of interest code designates those employees, members, officers, and consultants who make or participate in the making of decisions and are subject to the disclosure requirements of the District's Code. The District's proposed amendment revises the titles of some positions, adds new positions that must be designated, deletes positions, and updates Regulation number and disclosure language as provided by the Fair Political Practices Commission to help clarify requirements.

The proposed amended Code will be considered by the Board of Education on October 11, 2016, at 5:30 p.m. at City Hall Council Chamber, 5775 Carpinteria Avenue, Carpinteria, California. Any interested person may be present and comment at the public meeting or may submit written comments concerning the proposed amendment. Any comments or inquiries should be directed to the attention of Jolene Colomy, Executive Assistant, Carpinteria Unified School District, 1400 Linden Ave., Carpinteria, CA 93013; (805) 684-4511. Written comments must be submitted no later than October 11, 2016, at 5:30 p.m..

The proposed amended Code may be reviewed at, and copies obtained from, the office of the Executive Assistant.