

Attachment D—Conflict of Interest Code, Clean Copy

**NOTICE OF INTENTION TO AMEND THE CONFLICT OF INTEREST CODE
of the
SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT**

NOTICE IS HEREBY GIVEN that the Santa Maria Joint Union High School District, pursuant to the authority vested in it by §87306 of the Government Code, proposes amendment to its Conflict of Interest Code. The purpose of these amendments is to implement the requirements of §87300 through §87302, and §87306 of the Government Code.

The Santa Maria Joint Union High School District proposes to amend its Conflict of Interest Code to include positions that involve the making or participation in the making of decisions that may foreseeably have a material effect on any financial interest, as set forth in subdivision (a) of §87302 of the Government Code.

Specifically, the proposed amendment will add positions that are newly created by the agency, and revise the titles of existing positions. Copies of the amended code are available and may be requested from the contact person set forth below.

The Santa Maria Joint Union High School District has prepared a written explanation of the reasons for the proposed amendments and has available the information on which the amendments are based. Copies of the proposed amendments, the written explanation of the reasons, and the information on which the amendments are based may be obtained by contacting the contact person set forth below.

Contact Person: Antonio Garcia, Superintendent
Santa Maria Joint Union High School District
2560 Skyway Drive
Santa Maria, California 93455
805-922-4573, extension 4201

**WRITTEN EXPLANATION OF REASONS FOR AMENDMENT
to the
CONFLICT OF INTEREST CODE
for the
SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
2020**

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Specifically, the proposed amendment will add positions that are newly created by the agency, and revise the titles of existing positions. Copies of the amended code are available and may be requested from the Human Resources Department.

At this time, no public hearing has been scheduled concerning the proposed amendments. If any interested person or the person's representative requests a public hearing, he or she must do so no later than September 8, 2020, by contacting the Superintendent's Office.

The Santa Maria Joint Union High School District is amending its Conflict of Interest Code to bring it current with the existing organizational structure of the agency. The specific amendments and an explanation of each proposed change is as follows:

- The following positions are new and have been amended into the code, and have been designated as disclosure category 2:

Dean of Special Education
Director of Career Technical Education

- The following positions have been revised and are designated as disclosure category 2:

Human Resources Manager revised to Human Resources Director
Food Services Manager revised to Food Services Director

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, including any leasehold, beneficial or ownership interest or option to acquire such interest in real property.

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

(c) Investments and business positions, in business entities or income from sources which: (1) are contractors or subcontractors 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 and business positions in business entities and income from sources which: (1) are contractors or subcontractors 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 entire school.

CONFLICT OF INTEREST CODE
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<u>Designated Positions</u>	<u>Disclosure Category</u>
Board Members	1
Superintendent	1
Assistant Superintendent of Human Resources	2
Assistant Superintendent of Curriculum	2
Assistant Superintendent of Business Services	2
Principal	2
LCFF Task Force Coordinator	2
Director of Alternative Education	2
Director of Career Technical Education	2
Director of Special Education	2
Director of Student Services	2
Dean of Special Education	2
Assistant Principal	2
Director of Multilingual & Migrant Ed Services	2
Director of Facilities and Operations	2
Director of Information Systems	2
Director of Fiscal Services	2
Budget Manager	2
Energy Manager	2
Plant Manager	2
Director of Support Services	2
Facilities Planner	2
Director of Human Resources	2
Public Information Officer	2
Transportation Manager	2
Director of Food Service	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)