

Bylaws of the Board

Conflict of Interest

1. It has been determined that persons occupying the following positions manage public investments and shall file a full statement of economic interests pursuant to Government Code 87200:

~~Governing Board~~ **of Education** Members
Superintendent of Schools

2. Persons occupying the following positions are designated employees in Category 1:

~~Assistant Superintendent, of Business, Facilities and Administrative Support Services~~
Director of Student Achievement and Curriculum
Director of Personnel Support Services
Director of Fiscal Services
Purchasing and Stores Manager

Designated persons in this category must report:

- a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries or of any land owned or used by the district. Such interests include any leasehold, beneficial or ownership interest or option to acquire such interest in real property.
 - b. Investments or business positions in or income from sources which:
 - (1) Are engaged in the acquisition or disposal of real property within the district,
 - (2) Are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the district, or
 - (3) Manufacture or sell supplies, books, machinery or equipment of the type used by the district.
3. Persons occupying the following positions are designated employees in Category 2:

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Director, of Student Achievement/Curriculum
 Director, of Special Education and Auxiliary Support Services
 Director, of Pupil Support Services
 Principals
 Assistant Principals
~~Administrative Deans~~
~~Athletic Director (Pilot Program for 2008-2009 & 2009-2010 school year if qualified)~~
~~Program Coordinator~~
Supervisor, Maintenance and Operations Manager
Personnel Commission Director, classified Personnel
~~ELL Coordinator, EL Program~~
~~Energy Educator/Manager~~ **Supervisor, Energy/Safety/Operations**
~~Food Service Manager~~ **Manager, Child Nutrition Services**
~~Food Service Supervisor/Nutrition Specialist~~ **Supervisor/Dietician, Child Nutrition Services**
Manager, Payroll and Benefits Manager
 Operations Supervisor
~~Printing Supervisor~~ **Supervisor, Printing and Publications**
Manager, Transportation Manager

Designated persons in this category must report investments or business positions in or income from sources which:

- a. Are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs, or
 - b. Manufacture or sell supplies, books, machinery or equipment of the type used by the department which the designated person manages or directs. For the purposes of this category, a principal's department is his/her entire school.
4. 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.

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Conflict of Interest (continued)

A consultant is an individual who, pursuant to a contract with the district, makes any of several specified governmental decisions as defined in 2 CCR 18702.2 or serves in a staff capacity with the district, performing the same or substantially 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. Consultants are individuals who decide whether to: (2CCR 18701)

- a. Approve a rate, rule or regulation;
- b. Adopt or enforce a law;
- c. Issue, deny, suspend or revoke a permit, license, application, certificate, approval, order or similar authorization or entitlement;
- d. Authorize the district to enter into, modify or renew a contract that requires district approval;
- e. Grant district approval to a contract or contract specifications which require district approval and in which the district is a party;
- f. Grant district approval to a plan, design, report, study or similar item; or
- g. Adopt or grant district approval of district policies, standards or guidelines.

*Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosures category in the code subject to the following limitation:

The Director of Personnel Support Services, may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Director of Personnel Support Services, determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

Lompoc Unified School District

Approved: (5/75 1/77 12/81 12/85 9/87 6/92 11/96 10/98 9/02 10/03 9/04 10/05 3/07 7/08)
3/10