

## 2014 Local Agency Biennial Notice

Name of Agency: Carpinteria Unified School District  
Mailing Address: 1400 Linden Ave., Carpinteria, CA 93013  
Contact Person: Jolene Colomy Phone No: (805) 684-4511  
E-Mail: jcolomy@cusd.net

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (check one box):

☒ **An amendment is required. The following amendments are necessary:**

(Mark all that apply.)

- ☐ Include new positions (including consultants) that must be designated
- ☐ Revise disclosure categories
- ☒ Revise the titles of existing positions
- ☐ Delete positions that no longer make or participate in making governmental decisions
- ☐ Other (describe) \_\_\_\_\_

☐ **The code is currently under review by the code reviewing body.**

☐ **No amendment is required.** (If your code is more than five years old, amendments may be necessary.)

### Verification

*This agency's conflict of interest code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure categories assigned to those positions accurately require the disclosure of all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions. The code includes all other provisions required by Government Code Section 87302.*

\_\_\_\_\_  
Signature of Chief Executive Officer

\_\_\_\_\_  
Date

Complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2014**, or by the date specified by your agency, if earlier, to:

(PLACE RETURN ADDRESS OF THE CODE REVIEWING BODY HERE)

**PLEASE DO NOT RETURN THIS FORM TO THE FPPC**

**CONFLICT OF INTEREST CODE FOR THE**  
**CARPINTERIA UNIFIED SCHOOL DISTRICT**

**(Amended October 23, 2012) <sup>1</sup>**

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

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<sup>1</sup> Titles updated September 2014.

# APPENDIX

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

### EXHIBIT "A"

#### OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

District Officials who manage public investments, as defined by 2 Cal. Code of Regs. § 18701(b), 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 investments<sup>2</sup>:

Members of the Board of Education

Superintendent

Assistant Superintendent, Business Services

Financial Consultants

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<sup>2</sup> 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
Curriculum Coordinator	5
Custodial Services Supervisor	5
Director of College-Bound Programs & Instruction	5
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	5
General Counsel	1, 2
Grounds Supervisor	5
Maintenance Supervisor	5
Principal	5

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LLP

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Project Director	5
Purchasing Technician	4
Technology Supervisor	5
Transportation/Warehouse Supervisor	5
Consultant and New Position <sup>3</sup>	

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<sup>3</sup> 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:

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 "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.<sup>4</sup> Such economic interests 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.

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<sup>4</sup> 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)



**Legislative Version**  
**(shows changes made)**

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**(Amended October 23, 2012)**<sup>1</sup>

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All officials and designated positions required to submit a statement of economic interests shall file their statements with the **Human Resources Coordinator Executive Assistant** as the District's Filing Officer. The **Human Resources Coordinator 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 **Human Resources Coordinator Executive Assistant** shall retain the originals of the

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## **DESIGNATED POSITIONS**

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<b><u>DESIGNATED <del>EMPLOYEES' POSITIONS'</del></u></b> <b><u>TITLE OR FUNCTION</u></b>	<b><u>DISCLOSURE CATEGORIES</u></b> <b><u>ASSIGNED</u></b>
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Cafeteria Manager	5
Curriculum Coordinator	5
Custodial Services Supervisor	5
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Director of Special Education	5
Executive Assistant	4
Executive Director, CCPM	5
Food Service Supervisor	5
General Counsel	1, 2
Grounds Supervisor	5
<u>Director of</u> Human Resources <del>Coordinator</del>	5
Maintenance Supervisor	5
Principal	5

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