

SECTION: FINANCES

TITLE: CONFLICT OF INTEREST

ADOPTED:

REVISED:

DERRY AREA SCHOOL DISTRICT

No. 626.1 CONFLICT OF INTEREST

1. Purpose

The purpose of this policy is to establish certain principles and expectations for the school district in order to prevent conflicts of interest and provide consequences for engaging in any manner of violating standards of conduct.

2. Authority 2 C.F.R. §200.18(c)(1)

Standards of Conduct

The district maintains the following standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts:

1. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.
2. The officers, employees, and agents of the district may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontractors, unless the gifts is an unsolicited item of nominal value.

3. Definitions

Immediate Family includes parent, spouse, child, brother or sister.

Partner is a person who, along with another person, plays a significant role in owning, managing, or creating a company in which both individuals have a financial interest in the company.

	<p style="text-align: center;">No. 626.1 CONFLICT OF INTEREST</p> <p>Financial or Other Interest includes real estate interests, direct or indirect sources of income, creditors, or interest held in a for-profit business of more than five (5) % of the equity or more than five (5) % of the assets of economic interest in indebtedness.</p> <p>This policy applies to any conflicts of interest, suspected or observed, involving employee, officer, or agents of the district. Any investigation required shall be conducted without regard to the suspected wrongdoer's length of service, position/title, or relationship.</p> <p><u>Reporting</u></p> <p>Any perceived conflict of interest that is detected or suspected by any employee or other person shall be reported immediately to the Superintendent or School Board for guidance as to whether pursuit of an investigation is warranted.</p> <p>If an employee or other person is determined to have a conflict of interest, the individual should be removed from the procurement transaction. Documentation should be provided to the School Board Secretary indicating the employee or other person has properly recused him or herself from the transaction.</p> <p><u>Disciplinary Actions</u></p> <p>Violation of this policy will result in disciplinary action, including discharge, based on a full investigation of all factors and circumstances.</p>
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4. Guidelines