

## **BOARD MEMBER CONFLICT OF INTEREST AND FINANCIAL DISCLOSURE**

The Pattonville Board of Education desires that its members not only adhere to all laws regarding conflict of interest but also remain alert to situations which have the appearance of a conflict of interest.

It is not the intent of this policy to prevent the district from contracting with corporations or businesses because a Board member is an employee of the firm. The policy is designed to prevent placing a Board member in a position where his or her interest in public schools and in his or her place of employment (or other indirect interest) might conflict, and to avoid appearances of conflict of interest even though such conflict may not exist.

### **Sale, Rental, or Lease of Property by Individual Board Members**

Individual Board members shall not sell, lease, or provide property of any kind to the district, except real estate. In the case of real estate, Board members shall not sell or lease property to the district unless the total compensation payable to such Board member is \$500 or less per year, or the award is made after public notice, and the offer is the lowest received on property that satisfies the requirements of the district.

### **Services Provided by Individual Board Members**

Individual Board members shall not provide services to the district in their capacity as individuals; however, this shall not prevent businesses in which Board members have an interest from providing such services in compliance with this policy.

### **Business Relationships**

Corporations in which Board members have no more than a 10 percent ownership interest may make sales of property and services to the district without restriction.

Businesses in which a Board member is sole proprietor or a partner shall not make sales of property to the district, except in the case of sale or lease of real estate. If a Board member is a sole proprietor, a partner with more than a 10 percent ownership interest, or the owner of more than 10 percent of the outstanding shares of any class of stock, the business may make sales of services and real estate to the district after public notice, competitive bidding, and where the offer or bid is the lowest received. Competitive bidding shall not be required in the case of real estate.

**District Code:**

Businesses in which Board members have less than a 10 percent ownership interest may make sales of service and sales or leases of real property to the district without restriction.

**Self-Dealing**

Board members may not participate directly or indirectly to influence a decision when the result may be the acceptance by the district of a service or the sale, rental, or lease of property to the district, if a benefit of more than \$500 per year results to the Board member, the Board member's spouse, a dependent child in the Board member's custody, a sole proprietorship owned by the Board member or his or her spouse, a partnership in which the Board member or spouse is a partner, a corporation in which the Board member is an officer or director or in which the member, spouse, or dependent child in the member's custody together or separately own more than 10 percent of the outstanding shares of any class of stock, or any trust in which the Board member is the settlor or trustee, or in which the member, spouse or dependent child together or separately are beneficiaries or holders of more than a 10 percent interest in the trust. These restrictions shall not apply after public notice and competitive bidding, where the offer is the lowest received, provided that competitive bidding shall not be required for real estate.

**Use of Confidential Information**

A Board member shall not use confidential information obtained in the course of his/her official capacity in any manner with the intent to result in financial gain for him/herself, any other person or any business.

**Nepotism**

The Board shall not employ one of its members, nor shall it employ any person who is related within the fourth degree to any Board member, either by consanguinity or affinity, where the vote of the Board member is necessary for the hiring of the person. In the event that an individual is recommended for employment by the administrative staff and the individual is related within the fourth degree to a Board member, the Board member shall declare his or her interest, and shall refrain from debating or voting upon the question of employment.

**Contributions**

Campaign contributions will not be converted to personal use except to defray necessary expenses of the office: to defray entertaining expenses associated with the candidacy; to return contributions; or to make an unconditional gift to a political organization or charity.

District Code:

**Financial Interest Statement**

The Pattonville Board of Education hereby adopts a policy and resolution to require filing with this Board and to make public the disclosure of potential Board member and employee conflicts of interest to include the following information:

1. Transactions in excess of \$500 per calendar year between a board member, superintendent, (chief administrative officer), chief purchasing officer (Chief Financial Officer), or general counsel employed full time and any person related within first degree consanguinity to such persons and the school district, excluding compensation received as an employee or payment of any tax, fee or penalty due to the district. This shall include the dates and identities of the parties in the transaction.
2. Transactions between any business entity in which such individuals have a substantial interest with a total in excess of \$500, and the school district, excluding any payment of tax, fee or penalty due to the district or payment for providing utility service to the district. This shall include the dates and identities of the parties in the transactions.

The chief administrative officer (Superintendent) and chief purchasing officer (Chief Financial Officer) will also disclose in writing the following information:

1. The name and addresses of each employer from whom income of \$1000 or more was received.
2. The name and address of each sole proprietorship which the individual owned; the name, address and general nature of business conducted by each general partnership or joint venture in which he or she was a partner or participant; the name and address of each partner or coparticipant in the partnership or joint venture unless the information is already filed with the secretary of state; the name, address and general nature of business of any closely held corporation or limited partnership in which the individual owned 10 percent or more of any class of the outstanding stock or limited partner's units; and the name of any publicly traded corporation or limited partnership which is listed on a regulated stock exchange or automated quotation system which the individual owned 2 percent or more of any class of outstanding stock, limited partnership units or other equity interests.

**District Code:**

3. The names and addresses of each corporation for which the individual served in the capacity of director, officer or receiver.

A certified copy of this policy/resolution shall be sent to the Secretary of State's office within ten days of the adoption. Disclosure reports shall be filed by May 1 for the preceding calendar year with the commission and the Pattonville Board of Education, and the reports will be made available for public inspection and copying during normal business hours.

This policy and resolution shall stand adopted by the board annually unless repealed or modified.

Legal Refs: §105.450-.458, 105.462, 105.466, 105.468, 105.472  
105.476-.492, 105.482, 162.391, 168.126, 171.181, RSMo.  
Article VII, Section 6, Missouri Constitution

Adopted: August 27, 1991  
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