



Disclosures

Conflict of Interest

The availability of pertinent information may help prevent and identify potential conflicts of interest, regarding present and former members of the Board, District employees and members of their immediate families, including husbands, wives, fathers, mothers, children, aunts, uncles, brothers, and sisters, who have a pecuniary or other interest in such company or corporation.

Every individual who contracts or seeks to contract with the District for the sale or purchase of property, goods, or services shall file a completed conflict of interest questionnaire that identifies any family relationship as defined above between the individual (and any member of the individual's family) and any full-time District employee (and any member of such employee's family).

Every entity that contracts or seeks to contract with the District for the sale or purchase of property, goods, or services shall file a completed conflict of interest questionnaire that identifies each full-time District employee (and any member of the individual's family as defined above) who serves as an officer or director of the entity, or holds an ownership interest of ten percent or more in the entity.

The questionnaire(s) required by this policy shall be filed with the Director of Purchasing not later than the seventh business day after the date that the individual or entity begins contract discussions or negotiations with the District or submits to the District an application, response to a request for proposals or bids, correspondence, or other writing related to a potential agreement with the District. If the individual or entity becomes aware of new facts or fact changes that would make the completed questionnaire(s) inaccurate, the individual or entity shall file an amended questionnaire(s) within seven days of the date the individual or entity first learned of the new facts or changes in the facts.

The Board may use the information listed above to determine whether any potential conflicts exist and to determine whether such conflicts of interests are of sufficient magnitude as to warrant:

1. Disqualification of a Board member or District employee from participation in any decision pertaining to conducting business with such a company.
2. Disqualification of the company or corporation from conducting business with the District.



Should any company, corporation, organization, or individual refuse or willfully fail to provide the requested data without consent of the Board, the Board may consider such refusal or failure as good cause to not conduct business with such company, corporation, organization, or individual for no less than two years.