

Bylaws of the Board

CONFLICT OF INTEREST

Designated Positions and Disclosure Requirements

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

Governing Board Members
Superintendent of Schools
Deputy Superintendent
Assistant Superintendents

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 that:
 - (1) Are engaged in the acquisition or disposal of real property within the District.
 - (2) Are contractors or subcontractors that are or have been within the past two years engaged in work or services of the type regularly used by the District.
 - (3) Manufacture or sell supplies, books, machinery, or equipment of the types used by the District.
2. Persons occupying the following positions are designated employees in Category 2:

Executive Director of Curriculum and Instruction
Executive Director of Language Development and Instruction
Executive Director of Special Education and Instruction
Executive Director of Student, Family, Community, and Instruction
Executive Director of Technology and Instruction
Principal/Director
Director of Benefits/Risk Management
Director of Child Nutrition Services
Director of Early Childhood Education
Director of Communications and Community Development
Director of Fiscal Services
Director of Human Resources
Director of Information Technology Services
Director of Maintenance and Operations

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CONFLICT OF INTEREST (continued)

Director of Student, Family, Community, and Instruction
Director of Transportation
Community Collaborative Director
Associate Principal/Academy Director
Coordinator of Early Childhood Education Services
Coordinator for Instructional Technology
Coordinator of Physical Education, Health, and Wellness
Coordinator of Special Education and Pupil Services, Instruction and Support
Coordinator of Visual and Performing Arts
Accounting Manager
Facilities Planning Manager
Grounds, Safety, and Maintenance Manager
Instructional Services Coordinator
Payroll Manager
Safety, Environmental, and Maintenance Manager
Emergency Preparedness and Security Manager
Student Placement Manager
Transportation Manager
Manager of Network Services, Computer Hardware Support, and Publishing
Operations
Purchasing, Publications, and Warehouse Manager
Senior Grant Writer

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

- a. Are contractors or subcontractors engaged in work or services of the types used by the department that the designated person manages or directs.
 - b. Manufacture or sell supplies, books, machinery, or equipment of the types used by the department that the designated person manages or directs. For the purposes of this category, a Principal's department is his/her entire school.
3. Consultants are designated employees that must disclose financial interests as determined on a case-by-case basis by the Superintendent/designee. The Superintendent/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 whether to: (2 CCR 18701)

- a. Approve a rate, rule, or regulations.
- 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 that require District approval and in which the District is a party.
- f. Grant District approval to a plan, design, report, study, or similar item.
- g. Adopt or grant District approval of District a policy, standard, or guideline.

A consultant is also an individual who, pursuant to a contract with the District, serves in a staff capacity with the District and in that capacity participates in making a governmental decision as defined in 2 CCR 18702.2 or performs the same or substantially all 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 (2 CCR 18701).

Exhibit

Adopted: 09/27/94
Revised: 02/07/95
Revised: 08/31/98
Revised: 04/11/00
Revised: 02/20/01
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Revised: 09/16/08
Revised: 10/14/10
Revised: 09/12/18

CHULA VISTA ELEMENTARY SCHOOL DISTRICT
Chula Vista, California