

STAFF ETHICS / CONFLICT OF INTEREST

The School Committee expects members of the district's professional staff to be familiar with the code of ethics and conflict of interest laws that apply to their profession and to adhere to it in their relationships with students, parents, coworkers, and officials of the school system.

The conduct of employees where a possible conflict of interest exists is regulated by Chapter 268A of the Massachusetts General Laws. The conflict of interest law seeks to prevent conflicts between private interests and public duties, foster integrity in public service, and promote the public's trust and confidence in that service by placing restrictions on what municipal employees may do on the job or after hours.

It is incumbent upon the employees to be familiar with the conflict of interest laws. All employees of the District, as required by law, shall complete an online ethics and conflict of interest training within 30 days of the date on which they commence employment, and every 2 years thereafter. Questions regarding the laws and how they are applied should be directed to the Massachusetts State Ethics Commission.

District employees may not engage in or have a financial interest in, directly or indirectly, any activity that conflicts or raises a reasonable question of conflict with his/her duties and responsibilities in the school system.

District employees may not participate in any particular matter in which he/she or a member of his/her immediate family (parents, children, siblings, spouse, and spouse's parents, children, and siblings) has a financial interest. Employees also may not participate in any particular matter in which a business organization from which he/she has a financial benefit is doing business with the School District.

District employees may not accept individual gifts valued at \$50 or more or group/class gifts valued at \$150 or more. Gifts from individuals and groups are outlined in detail in policy GBEBC.

Employees will not engage in work of any type where information concerning customer, client, or the district originates from any information available to them through school sources.

Moreover, as there should be no conflict of interest in the supervision and evaluation of employees, at no time may any administrator responsible for the supervision and/or evaluation of an employee be directly related to him/her.

Employees may need to file Massachusetts Ethics Commission disclosure forms for accepting gifts, having travel expenses paid for by a third party or field trip fees, etc. Employees should become familiar with the disclosure forms posted on the Massachusetts Ethics Commission website at www.mass.gov/ethics/disclosureforms.

LEGAL REFS.: M.G.L. 71:52; 268A:1 et seq.

REFERENCE: Gifts to and Solicitations by Staff, Policy: GBEBC

Approved: 11/17/16