

**TUSTIN UNIFIED SCHOOL DISTRICT**

**ADMINISTRATION**

**REGULATION**

**2610**

**8250**

**Designated Employees/Members**  
**Conflict of Interest**

The Political Reform Act, Government Code Section 81000, et seq., requires State and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation, 2 California Code of Regulations Section 18730, which contains the terms of a Standard Conflict of Interest Code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission will be hereby incorporated by reference and, along with the attached Appendix in which Board Members and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the Tustin Unified School District.

Pursuant to section 4(A) of the Standard Code, designated employees shall file statements of economic interests with the agency. Upon receipt of the statements of the Superintendent and Members of the Board of Education, the agency shall make and retain a copy and forward the original of these statements to the Orange County Board of Supervisors. Statements for all other designated employees will be retained by the agency.

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**APPENDIX A**

1.0 Filing of Statements

Designated employees and officials shall file statements with the Tustin Unified School District who will make the statements available for public inspection and reproduction. (Government Code Section 81008).

1.1 It has been determined that the positions listed below manage public investments and will file a Statement of Economic Interests pursuant to government code Section 87200 and the disclosable financial interest set forth in Section 3.0 below.

**OFFICIALS WHO MANAGE PUBLIC INVESTMENTS**

Members of the Board of Education

1.2 Designated Positions and disclosure categories are as follows:

<u>DESIGNATED</u> <u>POSITIONS</u>	<u>DISCLOSURE</u> <u>CATEGORIES</u>
Superintendent	1, 2, 3
Deputy Superintendent	1, 2, 3
Assistant Superintendent	1, 2, 3
Senior Director, Maintenance & Operations	2, 3
Director, Fiscal Services	1, 2, 3
Director, Purchasing & Supplies	2, 3
Director	2
Principal	1, 2, 3
Supervisor, Accounting Services	1, 2, 3
Facilitator	3

2.0

Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the Code subject to the following limitations:

The Superintendent may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and

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thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

#### 3.0 Officials Who Manage Public Investments

Subject to the provisions of Government Code Sections 87200 through 87210, an official in this category shall disclose:

- (a) Interests in real property located within the jurisdiction of the District.
- (b) Business positions or investments in business entities or income from sources which plan to do business, are currently doing business, or have done business within the jurisdiction of the District during the previous two (2) years.

#### 4.0 Disclosure Categories

4.1 Category 1: Designate employees whose duties are broad and indefinable.

A designated employee in this category shall disclose:

- (a) Interests in real property located within the jurisdiction of the District.
- (b) Business positions or investments in business entities or income from sources which plan to do business, are currently doing business, or have done business within the jurisdiction of the District during the previous two (2) years.

4.2 Category 2: Designated employees whose duties involve contracting or purchasing.

A designated employee in either of the following subcategories shall disclose:

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(a) Contracts or makes purchases for entire District:

Investments and business positions in business entities or include from sources of the type with plan to do business, are currently doing business, or have done business with the District within the previous two (2) years and which provide services, supplies, materials, machinery, or equipment of the type utilized by the District.

(b) Contracts or makes purchases for specific department:

Investments and business positions in business entities or income from sources of the type which plan to do business, are currently doing business, or have done business with the District within the previous two (2) years and which provide services, supplies, materials, machinery, or equipment of the type utilized by the designated employee's department or division.

4.3 Category 3: Designated employees whose decisions may affect real property interests.

A designated employee in this category shall disclose:

Investments and business positions in business entities or income from sources of the type which plan to do business, are currently doing business, or have done business with the District within the previous two (2) years and which engage in land development, construction or the acquisition, lease or sale of real property, and all interests in real property within the jurisdiction of the District.

Date

Effective: 08/28/02