



## **CONFLICT OF INTEREST CODE FOR EVERGREEN UNION SCHOOL DISTRICT**

The provisions of 2 CCR 18730 and any amendments to it adopted by the Fair Political Practices Commission, together with the attached Appendix specifying designated positions and disclosure categories, are incorporated by reference and shall constitute the district's Conflict of Interest Code.

The Board of Education members and designated employees shall file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories listed in the attached Appendix. The Statement of Economic Interest shall be filed with the district's filing officer and/or, if so required, with the district's code reviewing body. The district's filing officer shall make statements available for public review and inspection.

# APPENDIX

**ATTACHMENT A**

**EVERGREEN UNION SCHOOL DISTRICT  
CONFLICT OF INTEREST CODE  
DESIGNATED EMPLOYEES**

Under provisions of the Code, Designated Employees shall file statements of economic interests. Listed below are the designated positions for Evergreen Union School District and the appropriate disclosure category for filing the statement of economic interests:

**DESIGNATED POSITIONS**

<u>Designated Position</u>	<u>Disclosure Category</u>
Board of Education Members	I
Superintendent of Schools	I
Assistant/Associate Superintendent	I
Business Manager	I
Consultants	I

**Disclosures for Consultants**

Consultants are designated employees who must disclose financial interests as determined on a case-by-case basis by the Superintendent or designee. The Superintendent or 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.

A consultant is an individual who, pursuant to a contract with the district, makes a governmental decision whether to: (2CCR 18700.3)

1. Approve a rate, rule or regulation
2. Adopt or enforce a law
3. Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement
4. Authorize the district to enter into, modify, or renew a contract that requires district approval
5. Grant district approval to a contract that requires district approval and in which the district is a party, or to the specifications for such a contract
6. Grant district approval to a plan, design, report, study or similar item
7. Adopt or grant district approval of district policies, standards or guidelines

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 18704, subsections (a) and (b), 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.

## ATTACHMENT B

### EVERGREEN UNION SCHOOL DISTRICT CONFLICT OF INTEREST CODE DISCLOSURE CATEGORIES FOR DESIGNATED POSITIONS

1. **Category I:** A person designated as Category I shall disclose:
  - 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.
  - b. Investments or business positions in or income from sources which are engaged in the acquisition or disposal of real property within the district, are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the district, or manufacture or sell supplies, books, machinery or equipment of the type used by the district.
  
2. **Category II:** A person designated as Category 2 shall disclose:
  - a. Investments or business positions in or income from sources which are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs.
  - b. Investments or business positions in or income from sources which manufacture or sell supplies, books, machinery or equipment of the type used by the department which the designated person manages or directs. For the purpose of this category, a principal's department is his/her entire school.

**ATTACHMENT C**

**EVERGREEN UNION SCHOOL DISTRICT  
CONFLICT OF INTEREST CODE  
PLACE OF FILING**

Pursuant to Government Code section 87500, subdivisions (k) and (o), the Tehama County Board of Supervisors, as the code reviewing body for Evergreen Union School District, has determined that the original Form 700 - Statement of Economic Interests for each Designated Employee shall be filed with the Evergreen District Office. The District shall provide a Form 700 - Statement of Economic Interests to each Designated Employee annually and when that employee assumes or leaves any designated position. The employee shall complete and file the form with the District at the address below within the time required by law.

WHERE:       Evergreen Union School District  
                  19500 Learning Way  
                  Cottonwood, CA 96022

Business Manager, Assistant/Associate Superintendent, Superintendent, and Governing Board Members shall file TWO original Form 700 – Statement of Economic Interests. One is to be filed with the District and one with the Clerk of the Board/Elections at the address below within the time required by law.

WHERE:       Clerk of the Board/Elections  
                  633 Washington St. Room 12  
                  PO Box 250  
                  Red Bluff, CA 96080