

Governing Board

**AP 2710 Conflict of Interest**

**References:**

Government Code Sections 87105 and 87200-87210;  
Title 2 Sections 18700 et seq. and as listed below

**Incompatible Activities (Government Code Sections 1126 and 1099)**

Board members shall not engage in any employment or activity that is inconsistent with, incompatible with, in conflict with or inimical to the Governing Board member's duties as an officer of the District. A Governing Board member shall not simultaneously hold two public offices that are incompatible. When two offices are incompatible, a Governing Board member shall be deemed to have forfeited the first office upon acceding to the second.

**Financial Interest (Government Code Sections 1090 et seq.)**

Board members and designated employees shall not be financially interested in any contract made by the Governing Board or in any contract they make in their capacity as members of the Governing Board or as designated employees.

A Governing Board member shall not be considered to be financially interested in a contract if his or her interest meets the definitions contained in applicable law (Government Code Section 1091.5).

A Governing Board member shall not be deemed to be financially interested in a contract if he or she has only a remote interest in the contract and if the remote interest is disclosed during a Governing Board meeting and noted in the official Board minutes. The affected Governing Board member shall not vote or debate on the matter or attempt to influence any other member of the Board to enter into the contract. Remote interests are specified in Government Code Section 1091(b); they include, but are not limited to, the interest of a parent in the earnings of his or her minor child.

**No Employment Allowed (Education Code Section 72103(b))**

An employee of the District may not be sworn in as an elected or appointed member of the Governing Board unless and until he or she resigns as an employee. If the employee does not resign, the employment will automatically terminate upon being sworn into office.

**Financial Interest in a Decision (Government Code Sections 87100 et seq.)**

If a Governing Board member or designated employee determines that he or she has a financial interest in a decision, as described in Government Code Section 87103, this determination shall be disclosed and made part of the Governing Board's official minutes. In the case of a designated employee, this announcement shall be made in writing and submitted to the Governing Board. A Governing Board member, upon identifying a conflict of interest, or a potential conflict of interest, shall do all of the following prior to consideration of the matter:

- Publicly identify the financial interest in detail sufficient to be understood by the public
- Recuse himself or herself from discussing and voting on the matter

- 39 • Leave the room until after the discussion, vote, and any other disposition of the matter is  
40 concluded unless the matter is placed on the agenda reserved for uncontested matters.  
41 A Governing Board member may, however, discuss the issue during the time the  
42 general public speaks on the issue

43 **Gifts (Government Code Section 89503)**

44 Board members and family members and any employees who manage public investments shall  
45 not accept from any single source in any calendar year any gifts in excess of the prevailing gift  
46 limitation specified in law.

47 Designated employees shall not accept from any single source in any calendar year any gifts in  
48 excess of the prevailing gift limitation specified in law if the employee would be required to  
49 report the receipt of income or gifts from that source on his/her statement of economic interests.

50 The above limitations on gifts do not apply to wedding gifts and gifts exchanged between  
51 individuals on birthdays, holidays and other similar occasions, provided that the gifts exchanged  
52 are not substantially disproportionate in value.

53 Gifts of travel and related lodging and subsistence shall be subject to the above limitations  
54 except as described in Government Code Section 89506.

55 A gift of travel does not include travel provided by the District for Governing Board members and  
56 designated employees.

57 Governing Board members and any employees who manage public investments shall not  
58 accept any honorarium, which is defined as any payment made in consideration for any speech  
59 given, article published, or attendance at any public or private gathering (Government Code  
60 Sections 89501 and 89502).

61 Designated employees shall not accept any honorarium that is defined as any payment made in  
62 consideration for any speech given, article published, or attendance at any public or private  
63 gathering, if the employee would be required to report the receipt of income or gifts from that  
64 source on his or her statement of economic interests. The term "honorarium" does not include:

- 65 • Earned income for personal services customarily provided in connection with a bona fide  
66 business, trade, or profession unless the sole or predominant activity of the business,  
67 trade or profession is making speeches
- 68 • Any honorarium that is not used and, within 30 days after receipt, is either returned to  
69 the donor or delivered to the District for donation into the general fund without being  
70 claimed as a deduction from income tax purposes

71 **Representation (Government Code Section 87406.3)**

72 Elected officials shall not, for a period of one-year after leaving their position, act as an agent or  
73 attorney for, or otherwise represent for compensation, any person appearing before that local  
74 government agency.

75 Office of Primary Responsibility: Superintendent/President