

	Oklahoma Union School	Conflict of Interest Policy
Adoption Date: 2/12/14	Revisions: 11/12/25	Pg. 1 of 2

School Board Member Conflict of Interest

District School Board members are expected to maintain the highest ethical standards in the conduct of District affairs. A situation presenting a conflict of interest may take many different forms. No Board member should use the District affiliation for private or personal advantage. No Board member should have any outside business interests which might, in fact or appearance, interfere with the individual's loyalty to the District. No Board member should have any interest or association that interferes with, or appears to impair, the independent exercise of the judgment in the best interests of the District.

Contracts with Board Members or Business in Which Board Members Have an Interest

The District will not enter into any contract with a Board member or any company, individual, business concern, or other entity in which any Board member is directly or indirectly interested, except as otherwise provided by Oklahoma law. The Board Clerk will request each new Board member to provide a statement of companies, individuals, business concerns, or other entities in which the new Board member has an interest. In addition, the Board Clerk will annually request a similar statement from each incumbent Board member. These statements will be provided to the District's Purchasing office. Any listed entity will be placed on a "no bid" list as long as the Board member continues on the Board or until the Board member notifies the Board Clerk that the affiliation no longer exists. Questions concerning the application of this portion of this policy will be referred to the Board attorney for a written opinion.

Gifts and Favors

A Board member shall not seek any gift, payment, fee, service, rebate, valuable privilege, hospitality, meal, entertainment, admission tickets, flowers, discount, travel, sporting event (including golf and other social athletic events), vacation, use of vacation property, loan (other than a conventional loan from a lending institution) or other favor from any person or business organization that does, or seeks to do business, with the District. No Board member shall accept or convert anything of value in exchange for referral of third parties to any such person or business organization. A Board member shall not accept gifts or favors (including those described above) from any person or business organization where these might tend, or appear to tend, in any way to impair independent judgment concerning District operations. Board members MAY accept common courtesies, gifts, or meals of a nominal value (\$125 or less) usually associated with accepted business practices for themselves. Care should be taken to avoid accepting frequent common courtesies or gifts from the same person or business organization that does, or seeks to do business, with the District. Additionally, promotional and advertising novelties and tickets specifically used for advertising purposes are allowable. If an unsolicited gift of more than nominal value is offered or received, it must be declined or returned. An offer of a gift or favor shall be reported promptly, in writing, to the Board President. Under NO circumstances is it permissible to accept a gift of cash or cash equivalents (for example: gift certificates, stocks or other forms of marketable securities).

Travel

Board members will not accept or participate in travel that is paid or provided by a vendor or prospective vendor, even if the travel is deemed to benefit the District. Vendors or prospective vendors who extend travel opportunities to Board members will be advised of this policy.

Unlawful or Unethical Payments

A Board member shall not give, or promise to give, any property, gift, business favor, or anything of value to another person or entity if the giving of such items is, or appears to be, improper or unethical.

It is in the best interest of the District to avoid even the appearance of impropriety. The District's concern is not only whether activity is technically legal or customary, but also whether or not the public might reasonably view such an act as improper or unethical if all the circumstances were fairly disclosed. The District intends to follow a uniform practice in all areas of its operation consistent with its basic policy.

Competition

Representation of the District in transactions in which the Board member or any close relative has a substantial interest is prohibited. Competition with the District, directly or indirectly, in the purchase or sale of property or interests in property is prohibited.

Staff Conflict of Interest Policy

No employee of the School Committee will 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; nor will any staff member engage in any type of private business during school time or on school property.

Any employee involved in purchasing or contract decisions who has a real or potential conflict of interest must immediately disclose the conflict in writing to the Superintendent or designee. Employees must not participate in the review, recommendation, or approval of a contract if they, an immediate family member, or an organization with which they have a financial or personal interest could benefit from the decision. Failure to disclose a conflict may result in disciplinary action.

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

As there should be no conflict of interest in the supervision or evaluation of employees, at no time will any administrator be responsible for the supervision and/or evaluation of any employee, who is related to him/her. No employee shall be placed in any position where the direct administration or supervisory authority over the position is exercised by a spouse or relative of that employee.