

STAFF ETHICS / CONFLICT OF INTEREST

The School Committee expects district employees to be familiar with the code of ethics that applies to their position and to adhere to it in their relationships with students, parents/guardians, coworkers, and officials of the school district.

No employee of the district will engage in or have a financial interest in, directly or indirectly, any activity that conflicts or raises a reasonable question of conflict with their duties and responsibilities in the school district. Nor will any employee engage in any type of private business during school time or on school property.

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, except as provided for in the Tutoring for Pay policy (GCRD).

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 them.

Every two years, all current employees, including School Committee members, must complete the State Ethics Commission's online training. New employees must complete this training within 30 days of beginning employment and every 2 years thereafter. Upon completing the program, employees should print out the completion certificate and keep a copy for themselves. Employees will be required to provide a copy of the completion certificate to the municipal or district Clerk through the superintendent's office.

In order to avoid the appearance of any possible conflict, it is the policy of the School Committee that when an immediate family member, as defined in the Conflict of Interest statute, of a School Committee member or district administrator is to be hired into or promoted within the district, the superintendent shall file public notice with the School Committee and the municipal or district clerk at least two weeks prior to executing the hiring in accordance with the law.

APPROVED: March 9, 2009

REVIEWED: February 24, 2014

AMENDED: April 8, 2019

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

CROSS REF: Tutoring for Pay - GCRD