

WEST ALLEGHENY SCHOOL DISTRICT

SECTION: PROGRAMS

TITLE: FEDERAL PROGRAMS
CONFLICT OF INTEREST 8456

ADOPTED:

REVISED:

CONFLICT OF INTEREST	
1. Purpose	<p>Standards of Conduct</p> <p>The District maintains the following standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.</p> <p>No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.</p> <p>The officers, employees, and agents of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, unless the gift is an unsolicited item of nominal value.</p>
2. Authority	<p>Conflict of Interest</p> <p>The standard of behavior at the West Allegheny School District is that all staff, volunteers, and board members scrupulously avoid conflicts of interest between the interests of the West Allegheny School District on one hand, and personal, professional, and business interests on the other. This includes avoiding potential and actual conflicts of interest, as well as perceptions of conflicts of interest.</p> <p>The Board adopts the Conflict of Interest Policy in accordance with federal and state laws.</p>

3. Guidelines	<p>Organizational Conflict</p> <p>A conflicting interest may be defined as an interest, direct or indirect, with any persons or firms. Such an interest might arise through:</p> <ol style="list-style-type: none">1. Owning stock or holding debt or other proprietary interests in any third party dealing with the West Allegheny School District.2. Holding office, serving on the board, participating in management, or being otherwise employed (or formerly employed) with any third party dealing with the school district.3. Receiving remuneration for services with respect to individual transactions involving the school district.4. Using school district's time, personnel, equipment, supplies, or good will for other than the school district-approved activities, programs, and purposes.5. Receiving personal gifts or loans from third parties dealing or competing with the district. Receipt of any gift is disapproved except gifts of a value less than \$50, which could not be refused without courtesy. No personal gift of money should ever be accepted. <p>The areas of conflicting interest and the relations in those areas which may give rise to conflict, as listed, are not exhaustive. Conflicts might arise in other areas or through other relations. It is assumed that the directors, officers, and management employees will recognize such areas and relation by analogy.</p> <p>The fact that one of the interests described exists does not necessarily mean that a conflict exists, or that the conflict, if it exists, is material enough to be of practical importance, or if material, that upon full disclosure of all relevant facts and circumstances it is necessarily adverse to the interests of the district.</p> <p>However, it is the policy of the board that the existence of any of the interests described it shall be disclosed before any transaction is consummated. It shall be the continuing responsibility of the board, officers, and management employees to scrutinize their transactions and outside business interests and relationships for potential conflicts and to immediately make such disclosures.</p> <p>Transactions with parties with whom a conflicting interest exists may be undertaken only if all of the following are observed:</p> <ol style="list-style-type: none">1. The conflicting interest is fully disclosed;2. The person with the conflict of interest is excluded from the discussion and approval of such transaction;3. A competitive bid or comparable valuation exists; and4. The board has determined that the transaction is in the best interest of the district. <p>Disclosure in the organization should be made to the superintendent , then to the board chair, who shall bring the matter to the attention of the board. Disclosure</p>
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4. Delegation of Responsibility	<p>involving directors should be made to the board chair, who shall bring these matters to the board or a duly constituted committee thereof. The board shall determine whether a conflict exists and in the case of an existing conflict, whether the contemplated transaction may be authorized as just, fair, and reasonable to the district. The decision of the board on these matters will rest in their sole discretion, and their concern must be the welfare of the school district and the advancement of its purpose.</p> <p>Disciplinary Actions</p> <p>The Superintendent or his/her designee shall be responsible to monitor the District's compliance with this policy.</p> <p>If an investigation results in a finding that the complaint is factual and constitutes a violation of this policy, the district shall take prompt, corrective action to ensure that such conduct ceases and will not reoccur. District staff shall document the corrective action taken, and when not prohibited by law, inform the complainant.</p> <p>Violations of this policy may result in disciplinary action up to and including discharges, fines and possible imprisonment. Disciplinary actions shall be consistent with Board policies, procedures, applicable collective bargaining agreements and state and federal laws.</p>
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