

### CONFLICT OF INTEREST CODE

The Political Reform Act, Government Code Section 81000, et seq., requires local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation (California Code of Regulations, Title 2, Section 18730) which contains the terms of a standard Conflict of Interest Code ("standard code"), which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings.

The terms of California Code of Regulations, Title 2, Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference and, along with the Exhibit A, in which officials and employees are designated, and Exhibit B, in which disclosure categories are set forth, constitute the Conflict of Interest Code of the Oxnard Union High School District.

Pursuant to Section 4 of the standard code, designated employees shall file statements of economic interest with the Oxnard Union High School District. Upon receipt of the statement of a Board Member or the Superintendent, the Oxnard Union High School District shall make and retain a copy and forward the original of the statement to the Clerk of the Board of Supervisors of the County of Ventura. The statements of other designated employees of the Oxnard Union High School District shall be retained at the District Office.

Legal

Reference:

#### GOVERNMENT CODE

|             |   |
|-------------|---|
| 1090-1097   | Prohibitions Applicable to Specified Officers |
| 1125-1128   | Incompatible Activities                       |
| 82028       | Definitions "Gift"                            |
| 82030       | Definitions "Income"                          |
| 82033       | Definitions "Interest in Real Property"       |
| 82034       | Definitions "Investment"                      |
| 87100-87500 | Conflicts of Interest                         |
| 87200-87210 | Disclosure                                    |
| 87300-87313 | Conflict of Interest Codes                    |
| 91001-91015 | Enforcement                                   |

ADOPTED: 8/24/76; Rev. 11/23/76, 1/19/77, 9/26/79, 1/26/83, 5/27/92, 4/7/93

REVISION/REDESIGNATION: 8/17/94 BP 1007-(Conflict of Interest) REVISED: 8/23/00, 1/20/02, 8/18/04, 3/11/20

**CONFLICT OF INTEREST CODE**

OXNARD UNION HIGH SCHOOL DISTRICT  
EXHIBIT A

DESIGNATED POSITIONS

| POSITION   | DESIGNATED CATEGORY |
|--|---------------------|
| Board Member   | <u>3</u>            |
| Superintendent                                       | <u>3</u>            |
| Assistant Superintendent-Business Services           | <u>3</u>            |
| Assistant Superintendent-Educational Services        | <u>3</u>            |
| Assistant Superintendent-Human Resources             | <u>3</u>            |
| Director of Human Resources                          | <u>2</u>            |
| Project Bond Manager                                 | <u>2</u>            |
| Director of Learning Support Services                | <u>2</u>            |
| Director of Career Education                         | <u>2</u>            |
| Director of Fiscal Services                          | <u>2</u>            |
| Director of Maintenance, Operations & Transportation | <u>2</u>            |
| Director of Purchasing                               | <u>2</u>            |
| Director of Special Education                        | <u>2</u>            |
| Director of Nutrition Services                       | <u>2</u>            |
| Transportation Supervisor                            | <u>2</u>            |
| Custodial Supervisor                                 | <u>2</u>            |
| Consultants  | *                   |

**CONFLICT OF INTEREST CODE**  
**OXNARD UNION HIGH SCHOOL DISTRICT**

EXHIBIT B

DISCLOSURE CATEGORIES

Category 1

- 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.

Category 2

- 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 purposes of this category, a principal's department is his/her entire school.

Category 3

Because it has been determined that the District's Board members and/or Superintendent "manage public investments," they and other persons designated for "full disclosure" shall disclose, in accordance with Government Code 87200.

- 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, business positions, and sources of income, including gifts, loans, and travel payments.

## Disclosure 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: (2 CCR 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. (2 CCR 18700.3)