

Conflict of Interest

All District employees shall avoid supplemental employment, financial dealings, business, social, or other relationships that might be opposed to the interests of the District, might create the appearance of impropriety, or might cause a conflict with the performance of their duties.

Employees shall conduct themselves in a manner that avoids even the appearance of conflict between their personal interests and those of the District. Conflict of interest situations may arise in many ways. Examples of conflicts of interest include, but are not limited to:

1. Employment with a vendor or/contractor, regardless of the nature of the job, while employed by the District.
2. Awarding business to a vendor in which an employee or his or her family have a substantial ownership or management interest.
3. Ownership of, or substantial interest in, a company that is a supplier to the District.
4. Acting independently as a consultant to a District supplier.
5. Accepting expense-paid invitations to entertainment events from a District vendor.
6. Socializing with vendors or persons interested in doing business with the District under circumstances that create the appearance of impropriety.

Private Tutoring

Classroom teachers and instructional aides shall be prohibited from tutoring for a fee any students who are currently enrolled in their classes.

Disclosure

Employees are required to disclose to their supervisor and the District any situation that creates a potential conflict of interest as well as supplemental employment, including any private tutoring of District students for a fee. Employees must report this information via an online form located in the Employee Portal and managed by the Internal Audit Department.

Note: Conflicts disclosure statements required by the Superintendent and other District employees, as applicable, are available on the Texas Ethics Commission website at <http://www.ethics.state.tx.us>.
