



ADDISON NORTHWEST SCHOOL DISTRICT POLICY

SECTION	Board Operations	CODE	A1 REQUIRED¹
TITLE	Board Member Conflict of Interest		

Statement of Policy

It is the ethical and legal duty of all School Board members to avoid conflicts of interest as well as the appearance of conflicts of interest.

Definitions

Conflict of interest a situation where a Board member’s private interests, as distinguished from the Board member’s interest as a member of the general public, would benefit from or be harmed by their actions as a member of the Board.

Administrative Responsibilities

The Board and its members shall adhere to the following recommended standards:

1. A Board member shall not give the impression that they would represent special interests or partisan politics for personal gain.
2. A Board member shall not give the impression that they have the authority to make decisions or take action on behalf of the Board or the school administration.
3. A Board member shall not use their position on the Board to promote personal financial interests or the financial interests of family members, friends or supporters.
4. A Board member shall not solicit or accept anything of value in return for taking particular positions on matters before the Board.
5. A Board member shall not give the impression that their position on any issue can be influenced by anything other than a fair presentation of all sides of the question.
6. Board members shall be familiar with, and adhere to, those provisions of Vermont education law that define School Board powers and govern Board member compensation and public bidding processes.
7. When a Board member becomes aware that they are in a position that creates a conflict of interest or the appearance of a conflict of interest as defined in state law or this policy, they shall declare the nature and extent of the conflict or appearance of conflict for inclusion in the Board minutes, and shall abstain from voting or participating in the discussion of the issue giving rise to the conflict.
8. When a conflict of interest claim against a Board member is brought to the Board in writing and is signed by another Board member or a member of the public, and the Board

¹ 16 V.S.A. § 563(20) requires each school board to “establish policies and procedures designed to avoid the appearance of conflict of interest.”

member against whom the claim is made does not concur that a conflict in fact exists, the following Board procedures shall be followed.

1. Upon a majority vote of the remaining Board members, or upon order of the Chair, the Board shall hold an informal hearing on the conflict of interest claim, giving both the Board member and the person bringing the claim an opportunity to be heard.
2. At the conclusion of the informal hearing, the remaining Board members shall determine by majority vote whether to:
 1. Issue a public finding that the conflict of interest charge is not supported by the evidence and is therefore dismissed;
 2. Issue a public finding that the conflict of interest charge is supported by the evidence and that the member should disqualify themselves from voting or otherwise participating in the board deliberations or decision related to that issue, as required by Vermont statute; and/or
 3. Issue a public finding that the conflict of interest charge is supported by the evidence and the Board member should be formally censured or subjected to such other action as may be allowed by law.

<i>Date Warned:</i>	<i>November 7, 2016; December 8, 2023</i>
<i>Date Adopted:</i>	<i>November 30, 2016; December 11, 2023</i>
<i>Legal Reference(s):</i>	<i>16 V.S.A. § 262(d) (Election of officers)</i>
	<i>16 V.S.A. §557 (Gratuity/compensation prohibited)</i>
	<i>16 V.S.A. §558 (Eligibility for election to school board)</i>
	<i>16 V.S.A. §559 (Public bids)</i>
	<i>16 V.S.A. §563(20) (Powers of school boards)</i>