

ST. MARY'S COUNTY PUBLIC SCHOOLS
ETHICS PANEL

23160 Moakley Street | Leonardtown, MD 20650

FINANCIAL DISCLOSURE STATEMENT FORM C

STATEMENT DISCLOSING CONFLICT OF INTEREST

This form is to be used by school employees and school officials to file disclosure statements of any interests that raise a conflict of interest or potential conflict of interest as described in the Policy BCA (Board of Education of St. Mary's County Ethics Policy) and Regulation BCA-R (Board of Education of St. Mary's County Ethics Regulations). References to the "Board" shall refer to the Board of Education of St. Mary's County, and references to "SMCPS" shall refer to the St. Mary's County Public Schools.

Instructions:

1. You only need to complete this form if you answer yes to any of the questions on the following pages.
2. Fill in the preliminary information requested in the box below. Be sure to correctly identify the reporting period. Form C shall be filed annually no later than January 15 of each year for the preceding calendar year reporting period, or shall be filed with the Ethics Panel sufficiently in advance of the action to provide adequate disclosure to the public.
3. If required to complete the financial disclosure statement, sign and date the lower portion of the last page.

In the Regular Reporting Period: Calendar Year 20__ - January 1, 20__ through December 31, 20__

or

Date that conflict of interest or potential conflict of interest may or did occur: _____

PLEASE PRINT OR TYPE

FIRST NAME	INITIAL	LAST NAME
CURRENT POSITION OR OFFICE HELD, IF ANY		
LOCATION		
E-MAIL ADDRESS		

I did use the prestige of my office for my own behalf or that of another.

Please explain: (attach additional pages as necessary)

I did use confidential information acquired in my official Board or SMCPs position for my own benefit or that of another.

Please explain: (attach additional pages as necessary)

Pursuant to the administrative ethics regulation BCA-R, I pledge to file a statement disclosing any interest or employment, which would require disqualification from participation as provided in the regulation sufficiently in advance of any anticipated action to allow adequate disclosure to the public.

Signature

Date

Submission of this form is required before January 15 of each year for the preceding calendar year reporting period, or sufficiently in advance of the action to provide adequate disclosure to the public.

You may complete and submit this form online with the link provided to you, or fill out this form and physically mail it to: St. Mary's County Public Schools' Ethics Panel, 23160 Moakley Street, Leonardtown, MD 20650.

PRIVACY NOTICE

The Public Ethics Law (State Government Article, Title 15 of the Annotated Code of Maryland) requires the collection of this information, which will be used primarily for public disclosure and to determine compliance with the Law. The information contained in Form C may be disclosed to any requesting person.

NOTICE: Board of Education of St. Mary's County's ethics policy BCA, and administrative regulation BCA-R may be accessed at: www.smcps.org.

Go to the Board of Education tab - click on the drop down arrow – click on Board Docs, Policies tab, Active, and then click on Policies and/or Regulations.