



**Employee Conflict of Interest**

Policy 3-109

A.R.S. § 38-503 requires that governing board members, officers, and employees make known any substantial interest they have in any contract, sale, purchase, or service, and refrain from voting upon or otherwise participating in any manner as an officer or employees in such contract, sale, or purchase. Any employee who has, or whose relative has, a substantial interest in any decision of the District shall make known this interest in the official records of the District and shall refrain from participating in any manner as an employee in such a decision.

By signing this document, I hereby indicate:

1. That I am presently an officer/employee of the Kyrene School District;
2. That I shall refrain from participating in any manner in my capacity as an employee or officer of Kyrene School District in such contract, sale, purchase, service to, or decision by the Governing Board. That I, nor any relative of mine, does not have a substantial interest in the contract, sale, purchase, or service to or decision by the Kyrene School District Governing Board.

OR

3. That I (or my relative[s]: \_\_\_\_\_) have a substantial interest in the contract, sale, purchase, or service to or decision by the Kyrene School District No. 28 Governing Board as described below.

Employee Member Name

Signature

Date