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# Pittsford Schools

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Shawn Clark

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## **SUBJECT: CODE OF ETHICS**

### **Rules**

The rules of ethical conduct of this Resolution shall not conflict with, but shall be in addition to, any prohibition of Article 18 of the General Municipal Law or any other general or special law relating to ethical conduct and interest in contracts of school officers, school authorities and employees.

### **Definitions**

School Officer or Employee means an officer or employee of the District, whether paid or unpaid, including members of the Board of Education of the District. "School Officer" shall also include within its meaning the definition contained in Section 2(13) of the Education Law.

Employee shall also include within its meaning all other persons employed by the Board of Education either on a time or retainer basis, and not included within the above definition, including, but not limited to, accountants, architects, attorneys, engineers and surveyors.

Interest means a direct or indirect pecuniary or material benefit accruing to a school officer, school authority or employee as a result of a contract with the District which such officer or employee serves. A District officer or employee shall be deemed to have an interest in the contract of (1) his/her spouse, minor children and dependents, except a contract of employment with the District; (2) a firm, partnership or association of which such officer or employee is a member or employee (3) a corporation of which such officer or employee is an officer, director or employee; and (4) a corporation, any stock of which is owned or controlled directly or indirectly by such officer or employee.

### **Standards of Conduct**

Every officer or employee of the District shall be subject to and abide by the following standards of conduct.

#### Gifts

He/she shall not directly or indirectly solicit any gift, or accept or receive any gift in excess of the limits established by statute, whether in the form of money, services, loan, travel, entertainment, hospitality, thing or promise, or any other form, under circumstances in which it could reasonably be inferred that the gift was intended to influence him/her in the performance of his/her official duties.

Michael Pero, Superintendent of Schools, Pittsford Central School District

Allen Creek Elementary • Jefferson Road Elementary • Mendon Center Elementary • Park Road Elementary • Thornell Road Elementary  
Barker Road Middle School • Calkins Road Middle School • Pittsford Mendon High School • Pittsford Sutherland High School

[www.pittsfordschools.org](http://www.pittsfordschools.org)

### Confidential Information

He/she shall not disclose confidential information, acquired in the course of his/her official duties, or use such information to further his/her personal interest.

### Representation Before One's Own Agency

He/she shall not receive, or enter into any agreement, expressed or implied, for compensation for services to be rendered in relation to any matter before the District over which he/she has jurisdiction or to which he/she has the power to appoint any member, officer or employee.

### Representation Before The District for a Contingent Fee

He/she shall not receive, or enter into any agreement, expressed or implied, for compensation for services to be rendered in relation to any matter before the District, whereby his/her compensation is to be dependent or contingent upon any action of the District.

### Investments in Conflict with Official Duties

He/she shall not invest or hold any investment directly or indirectly in any financial, business, commercial or other private transaction, which creates a conflict with his/her official duties.

### **Distribution of Code of Ethics**

The Superintendent of Schools of the District shall cause a copy of this Code of Ethics to be posted in each school building in a conspicuous place to its officers and employees.

### **Penalties**

In addition to any penalty contained in any other provision of law, any person who knowingly and intentionally violates any of the provisions of this code may be fined, suspended or removed from office or employment, as the case may be, in the manner provided by law.

### Private Employment

He/she shall not engage in, solicit, negotiate for, or promise to accept private employment or render services for private interest when such employment or service creates a conflict with or impairs the proper discharge of his/her official duties.

### Future Employment

He/she shall not, after the termination of service or employment with the District, appear before the Board of Education of the District in relation to any case, proceeding or application in which he/she personally participated during the period of his/her active employment.

### **Legal Matters**

Nothing herein shall be deemed to prevent the timely filing by a present or former school officer or employee of any suit against the District on behalf of himself/herself or any member of his/her family arising out of any personal injury or property damage or for any lawful benefit authorized or permitted by law