



PURCHASING AND CONTRACTING CONFLICT OF INTEREST

All employees of Regional School Unit-24 (RSU) shall perform their duties in a manner free from conflict of interest to assure the proper performance of RSU business as well as to earn and keep public confidence.

No employee of the RSU with a real or an apparent conflict of interest in a proposed transaction shall participate in the selection, award or administration of a contract pursuant to the transaction.

Conflict of interest is defined as when an interested party has a financial interest in the firm selected for the award.

Interested party is defined as the employee, a member of the employee's immediate family, his / her partner or an organization that employs or is about to employ a person described here.

Conflict of Interest Disclosure:

All employees with real or apparent conflicts of interest as defined above must disclose the conflict of interest to the Superintendent of Schools who will investigate the circumstances of the transaction. The Superintendent will exercise due diligence in investigating the circumstances of the transaction and if necessary, will make reasonable efforts to find alternatives to the proposed transaction or arrangement that would not give rise to a conflict of interest.

If the Superintendent determines that the proposed transaction is in the best interest of the RSU and is fair and reasonable, it may proceed with the transaction. In the event that the Superintendent may have a conflict of interest, an adjunct committee of the RSU Board (RSUB) will investigate and make a determination regarding the transaction.

Violations:

Employees of the RSU who violate this policy may be subject to discipline, up to and including termination of employment, and if appropriate, referral to law enforcement.

NOTE: RSUB Conflict of Interest is covered by Policy BCB.

Legal Reference: EDGAR Part 74, Title 34 – Administration of Grants and Agreements
 EDGAR Part 80, Subpart C, Section 80.20, 80.36
 MDOE Administrative letter 6 (9/18/2006) NCLB Fiscal Compliance

Cross Reference: BCB – School Committee Member Conflict of Interest
 DJ – Bidding / Purchasing Requirements
 KCD – Public Gifts to Schools

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