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| Book             | Policy Manual   |
| Section          | 9000 BYLAWS OF THE BOARD  |
| Title            | Conflict of Interest  |
| Code             | BB 9270   |
| Status           | First Reading   |
| Cross References | <a href="#">BP 3315 - Relations with Vendors</a><br><a href="#">BP 3315.1 - Conflict of Interest</a><br><a href="#">BP 4112.8 - Employment of Relatives</a> |
| Adopted          | October 18, 2004  |
| Last Reviewed    | June 4, 2018  |

In order to instill public confidence in public office and provide public accountability, Board members will disclose and avoid conflicts of interest involving any matter pending before the Board. A conflict of interest exists when a member has a personal or financial interest on a matter coming before the Board that could render the member unable to devote complete loyalty and singleness of purpose to the public interest. Board members owe the public a duty to act in the best interests of the District.

**Decision-making.** The Board recognizes that when no conflict of interest requires abstention and/or recusal, its members must vote on issues before the board. If a Board member or their family member may benefit personally or financially from a Board decision, that board member must provide full disclosure of the conflict or potential conflict of interest to the Board. The Board, without that member's participation, will then approve or disapprove of the member's deliberations and voting on the issue. If the Board determines a conflict of interest prohibits participation, the member will recuse themselves and abstain from deliberations and voting.

**Appearance of impropriety.** When a situation may create the appearance of impropriety, even where state and federal laws do not require any action, the Board member will fully disclose the circumstances. The Board, without that member's participation, will then approve or disapprove of the member's deliberations and voting.

Board members who have an actual or potential conflict of interest requiring disclosure will not seek to influence the decisions of staff or other Board members on the underlying matter, or on the member's participation in the matter.

**Other duties.** Board members are expected to avoid conflicts of interest in their other duties. This includes:

- a. Confidential information. Board members will not disclose or use confidential information acquired during the performance of official duties as a means to further their own personal or financial interests or the interests of a family member.
- b. Gifts. Board members will not accept a gift or economic benefit that would tend to improperly influence a reasonable person or where Board members know or should know the gift is offered primarily for the purpose of influencing or rewarding official action.
- c. Business dealings with staff. Board members will not engage in a financial transaction for private business purposes with district staff whom Board members directly or indirectly supervise.
- d. Compensation for services. Board members will not receive any compensation for services rendered to the District from any source except compensation for serving on the Board and reimbursement of expenses incurred as a Board member, as allowed by policy and law.

**Other legal obligations.** Board members will comply with state and federal laws pertaining to conflicts of interest. Nothing in this policy restricts or affects Board members' duties to comply with those laws.

*Legal Reference:*

*ALASKA STATUTES*

*14.08.131 Disqualification from voting for conflict of interest*

*14.14.140 Restriction on employment*

*11.56.100 - 11.56.130 Bribery and related offenses*

*29.20.010 Conflict of interest*

*ADMINISTRATIVE CODE*

*4 AAC 18.031 Employment of members of immediate families of school board members*

*4 AAC 18.900 Definitions*