

SECTION: ADMINISTRATIVE  
EMPLOYEES

TITLE: CONFLICT OF INTEREST

ADOPTED: November 9, 1998

REVISED:

# NORTHERN LEHIGH SCHOOL DISTRICT

	<p style="text-align: center;">303.1. CONFLICT OF INTEREST</p> <p>1. Purpose To prohibit activity by employees of the Board that conflicts or raises a reasonable question of conflict with the duties and/or responsibilities that come with employment at the Northern Lehigh School District.</p> <p>2. Authority The Board directs the Superintendent and his/her designee(s) to administer this policy.</p> <p>3. Definitions <b>Conflict of Interest</b> is the use by a public official or public employee of the Northern Lehigh School District of his/her office or employment or any confidential information received through his/her holding public office or employment for the purpose of private or pecuniary benefit for himself/herself, a member of his/her family or a business with which s/he or a member of his/her immediate family is associated.</p> <p>Conflict of Interest does not include an action having a de minimis economic impact or which affects to the same degree a class consisting of the general public or a subclass consisting of an industry, occupation or other group which includes the public official or public employee, a member of his/her immediate family or a business with which s/he or a member of his/her immediate family is associated.</p> <p>Immediate family consists of parents, spouses, children, brothers or sisters.</p> <p>4. Delegation of Responsibility The employee prior to engaging in an activity that may be deemed a conflict or raises a question of a conflict of interest must file a written disclosure setting forth the nature of the activity and receive written approval from the Superintendent before engaging in the activity.</p>
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Prohibitions

Employees of the Board shall not engage in any activity that conflicts or raises a reasonable question of conflict with the Northern Lehigh School District, such activity includes but is not limited to:

1. Use of Northern Lehigh School District privileges and/or position for private gain.
2. Use of Northern Lehigh School District data, information, and/or forms obtained for private gain or to benefit another agency organization, and/or business that the employee has an interest in.
3. Solicitation or receipt of compensation, other than that allowed by law, contract or policy, for performance of his/her duties and/or responsibilities as designated by the Northern Lehigh School District.
4. Acceptance of any gratuities, gifts, loans or favors that might impair or appear to impair professional judgement as deemed by the Superintendent in his/her absolute discretion.
5. Offer any favor, service, or thing of value to obtain special advantage.
6. Permit commercial exploitation of his/her professional position.
7. Possessing or obtaining an interest, by the way of ownership or employment, in any firm, organization, or company doing business with the Northern Lehigh School District.
8. Use of position to foster interests that differ and/or are in conflict with those of the Northern Lehigh School District.
9. Use of the position to interfere with the Northern Lehigh School District's business transactions and/or relationships.
10. Engage in consulting activities that conflict with the responsibility/duties to the Northern Lehigh School District as determined by the Superintendent in his/her absolute discretion.
11. Obtain an interest in a firm, organization, agency, and/or business which competes with the Northern Lehigh School District.

12. An activity deemed by the Superintendent in his/her absolute discretion that conflicts with or raises a question of a conflict of interest with the Northern Lehigh School District.

Violation Consequences

Engaging in activity deemed a Conflict of Interest or raising a question of conflict of interest whether through ignorance, negligence or deliberate disregard, may result in disciplinary action up to and including termination.

Relationship

Nothing contained herein shall be deemed to define, limit or in any way effect the obligations of the Northern Lehigh School District officials and employees pursuant to the terms of the State Ethics Act, 65 P.S. Section 401, et seq., and any other state or federal law or regulation.