

School Board of Hardee County Policy on Conflict of Interest/ Gifts

Conflict of Interest

To demonstrate the proper performance of school business as well as to earn and keep public confidence in the District, the following provisions shall apply:

1. Employees shall not engage in or have a financial interest, directly or indirectly, in any activity that conflicts with the employee's job duties and responsibilities in the school system.
2. Employees shall not engage in business, private practice of their profession, the rendering of services, or the sale of goods of any type where advantage is taken of any professional relationship they may have with any student, client, parents of students or vendor in the course of their employment with the District.
3. Employees shall not directly or indirectly purchase or recommend the purchase of goods or services from any business organization in which they, their spouse or their child have a material interest, as defined in Florida Statutes.
4. Employees shall not make use of materials, equipment, or facilities of the District in private practice.
5. Employees must not use their positions or the knowledge gained as a result of their position for private or personal advantage. If an employee senses that a course of action they have pursued, are presently pursuing or are contemplating pursuing, may involve them in a conflict of interest with the District, the employee should immediately communicate all the facts to their supervising administrator.

The above provisions are not intended to be all inclusive or to substitute for good judgment on the part of employees. The provisions do not prohibit reimbursements to employees for approved purchases made in connection with their employment.

Purchase orders shall not be issued when there is evidence of a conflict of interest. In instances where a conflict of interest is apparent, the Finance Department shall refer the issues to the Superintendent and/or the School Board attorney, who shall handle the matter as deemed appropriate.

Exceptions to this policy shall be approved by the Superintendent consistent with State law.

Gifts

Employees shall not accept gifts, gratuities or compensation from vendors that might reasonably be expected to influence their recommendations on the eventual purchase of equipment, supplies, or services. Employees shall not accept any compensation from a vendor after a decision has been made to purchase items or services from said vendor. In addition, employees who recommend purchases shall not enter into a contractual arrangement with a vendor or prospective vendor and receive compensation in any form for services rendered.

Such compensation includes, but is not limited to, cash, checks, stocks, or any other form of securities, and gifts such as televisions, microwave ovens, computers, discount certificates, travel vouchers, tickets, passes, and other such items of value. If an employee receives such compensation, albeit unsolicited, from a vendor, the employee shall notify the Deputy Superintendent, in writing, that they received such compensation and forward the compensation to the Deputy Superintendent.

Employees may accept gifts of nominal value from parents, students, and staff. They may also accept promotional items of nominal value which bear company logos or advertising.

Board approved on May 27, 2010

Florida Statute 112.312, 112.313, 1001.43 and 1006.32