



Book	Policy Manual
Section	800 Operations
Title	Maintaining Professional Adult/Student Boundaries
Code	824
Status	Active
Adopted	February 16, 2016

Authority

This policy applies to district employees, volunteers, student teachers, and independent contractors and their employees who interact with students or are present on school grounds. For purposes of this policy, such individuals are referred to collectively as **adults**. The term **adults** as used in this policy, does not include district students who perform services on a volunteer or compensated basis.

All adults shall be expected to maintain professional, moral and ethical relationships with district students that are conducive to an effective, safe learning environment. This policy addresses a range of behaviors that include not only obviously unlawful or improper interactions with students, but also precursor grooming and other boundary-blurring behaviors that can lead to more egregious misconduct.

The Board directs that all adults shall be informed of conduct that is prohibited and the disciplinary actions that may be applied for violation of Board policies, administrative regulations, rules and procedures.[1]

This policy is not intended to interfere with appropriate pre-existing personal relationships between adults and students and their families that exist independently of the district or to interfere with participation in civic, religious or other outside organizations that include district students.

Definition

For purposes of this policy, **legitimate educational reasons** include matters or communications related to teaching, counseling, athletics, extracurricular activities, treatment of a student's physical injury or other medical needs, school administration or other purposes within the scope of the adult's job duties.

Delegation of Responsibility

The Superintendent or designee shall annually inform students, parents/guardians, and all adults regarding the contents of this Board policy through employee and student handbooks, posting on the district website, and by other appropriate methods.

The building principal or designee shall be available to answer questions about behaviors or activities that may violate professional boundaries as defined in this policy.

Independent contractors doing business with the district shall ensure that their employees who have interaction with students or are present on school grounds are informed of the provisions of this policy.[2]

Guidelines

Adults shall establish and maintain appropriate personal boundaries with students and not engage in any behavior that is prohibited by this policy or that creates the appearance of prohibited behavior.

Prohibited Conduct

Romantic or Sexual Relationships -

Adults shall be prohibited from dating, courting, or entering into or attempting to form a romantic or sexual relationship with any student enrolled in the district, regardless of the student's age. Students of any age are not legally capable of consenting to romantic or sexual interactions with adults.

Prohibited romantic or sexual interaction involving students includes, but is not limited to:

1. Sexual physical contact.
2. Romantic flirtation, propositions, or sexual remarks.
3. Sexual slurs, leering, epithets, sexual or derogatory comments.
4. Personal comments about a student's body.
5. Sexual jokes, notes, stories, drawings, gestures or pictures.
6. Spreading sexual or romantic rumors.
7. Touching a student's body or clothes in a sexual or intimate way.
8. Accepting massages, or offering or giving massages other than in the course of injury care administered by an athletic trainer, coach, or health care provider.
9. Restricting a student's freedom of movement in a sexually intimidating or provocative manner.
10. Displaying or transmitting sexual objects, pictures, or depictions.

Social Interactions -

In order to maintain professional boundaries, adults shall ensure that their interactions with students are appropriate.

Examples of prohibited conduct that violates professional boundaries include, but are not limited to:

1. Disclosing personal, sexual, family, employment concerns or other private matters to one or more students.
2. Exchanging notes, emails or other communications of a personal nature with a student.
3. Giving personal gifts, cards or letters to a student without written approval from the building principal.
4. Touching students without a legitimate educational reason. (Reasons could include the need for assistance when injured, a kindergartner having a toileting accident and requiring assistance, appropriate coaching instruction, or appropriate music instruction).
5. Singling out a particular student or students for personal attention or friendship beyond the ordinary professional adult-student relationship.

6. Taking a student out of class without a legitimate educational reason.
7. Being alone with a student behind closed doors without a legitimate educational reason.
8. Initiating or extending contact with a student beyond the school day or outside of class times without a legitimate educational reason.
9. Sending or accompanying a student on personal errands.
10. Inviting a student to the adult's home.
11. Going to a student's home without a legitimate educational reason.
12. Taking a student on outings without prior notification to and approval from both the parent/guardian and the building principal.
13. Giving a student a ride alone in a vehicle in a nonemergency situation without prior notification to and approval from both the parent/guardian and the building principal.
14. Addressing students or permitting students to address adults with personalized terms of endearment, pet names, or otherwise in an overly familiar manner.
15. Telling a student personal secrets or sharing personal secrets with a student.
16. For adults who are not guidance/counseling staff, psychologists, social workers or other adults with designated responsibilities to counsel students, encouraging students to confide their personal or family problems and/or relationships. If a student initiates such discussions, the student should be referred to the appropriate school resource.
17. Furnishing alcohol, drugs or tobacco to a student or being present where any student is consuming these substances.
18. Engaging in harassing or discriminatory conduct prohibited by other district policies or by state or federal law and regulations.[3][4][5]

Electronic Communications -

For purposes of this policy, **electronic communication** shall mean a communication transmitted by means of an electronic device including, but not limited to, a telephone, cellular telephone, computer, computer network, personal data assistant or pager. Electronic communications include, but are not limited to, emails, instant messages and communications made by means of an Internet website, including social media and other networking websites.

As with other forms of communication, when communicating electronically, adults shall maintain professional boundaries with students.

Electronic communication with students shall be for legitimate educational reasons only.

When available, district-provided email or other district-provided communication devices shall be used when communicating electronically with students. The use of district-provided email or other district-provided communication devices shall be in accordance with district policies and procedures. [6]

All electronic communications from coaches and advisors to team or club members shall be sent in a single communication to all participating team or club members, except for communications concerning an individual student's medical or academic privacy matters, in which case the communications will be copied to the building principal. In the case of sports teams under the direction of the Athletic Director, such medical or academic communications shall also be copied to the Athletic Director.

Adults shall not follow or accept requests for current students to be friends or connections on personal social networking sites and shall not create any networking site for communication with students other than those provided by the district for this purpose, without the prior written approval of the building principal.

Exceptions

An emergency situation or a legitimate educational reason may justify deviation from professional boundaries set out in this policy. The adult shall be prepared to articulate the reason for any deviation from the requirements of this policy and must demonstrate that s/he has maintained an appropriate relationship with the student.

Under no circumstance will an educational or other reason justify deviation from the "Romantic and Sexual Relationships" section of this policy.

There will be circumstances where personal relationships develop between an adult and a student's family, e.g. when their children become friends. This policy is not intended to interfere with such relationships or to limit activities that are normally consistent with such relationships. Adults are strongly encouraged to maintain professional boundaries appropriate to the nature of the activity.

It is understood that many adults are involved in various other roles in the community through nondistrict-related civic, religious, athletic, scouting or other organizations and programs whose participants may include district students. Such community involvement is commendable, and this policy is not intended to interfere with or restrict an adult's ability to serve in those roles; however, adults are strongly encouraged to maintain professional boundaries appropriate to the nature of the activity with regard to all youth with whom they interact in the course of their community involvement.

Reporting Inappropriate or Suspicious Conduct

Any person, including a student, who has concerns about or is uncomfortable with a relationship or interaction between an adult and a student, shall immediately notify the Superintendent, principal or other administrator.[5]

All district employees, independent contractors and volunteers who have reasonable cause to suspect that a child is the victim of child abuse, shall immediately report the suspected abuse, in accordance with applicable law, regulations and Board policy.[Z][8]

An educator who knows of any action, inaction or conduct which constitutes sexual abuse or exploitation or sexual misconduct under the Educator Discipline Act shall report such misconduct to the Pennsylvania Department of Education on the required form, and shall report such misconduct to the Superintendent and his/her immediate supervisor, within fifteen (15) days of discovery of such misconduct.[9]

If the Superintendent or designee reasonably suspects that conduct being reported involves an incident required to be reported under the Child Protective Services Law, the Educator Discipline Act or the Safe Schools Act, the Superintendent or designee shall make a report, in accordance with applicable law, regulations and Board policy.[Z][9][11][12][13][14][15][10][8]

It is a violation of this policy to retaliate against any person for reporting any action pursuant to this policy or for participating as a witness in any related investigation or hearing.

Investigation

Allegations of inappropriate conduct shall be promptly investigated in accordance with the procedures utilized for complaints of harassment.[5][17][19][20]

It is understood that some reports made pursuant to this policy will be based on rumors or misunderstandings; the mere fact that the reported adult is cleared of any wrongdoing shall not result in disciplinary action against the reporter or any witnesses. If as the result of an investigation any individual, including the reported adult, the reporter, or a witness is found to have intentionally provided false information in making the report or during the investigation or hearings related to the report, or if any individual intentionally obstructs the investigation or hearings, this may be addressed as a violation of this policy and other applicable laws, regulations and district policies. **Obstruction** includes, but is not limited to, violation of "no contact" orders given to the reported adult, attempting to alter or influence witness testimony, and destruction of or hiding evidence.

Disciplinary Action

A district employee who violates this policy may be subject to disciplinary action, up to and including termination, in accordance with all applicable district disciplinary policies and procedures. [18][21][22]

A volunteer, student teacher, or independent contractor or an employee of an independent contractor who violates this policy may be prohibited from working or serving in district schools for an appropriate period of time or permanently, as determined by the Superintendent or designee.

Training

The district shall provide training with respect to the provisions of this policy to current and new district employees, volunteers and student teachers subject to this policy.

The district, at its sole discretion, may require independent contractors and their employees who interact with students or are present on school grounds to receive training on this policy and related procedures.

Legal

1. 24 P.S. 510
2. Pol. 818
3. Pol. 103
4. Pol. 103.1
5. Pol. 248
6. Pol. 815
7. 23 Pa. C.S.A. 6311
8. Pol. 806
9. 24 P.S. 2070.9a
11. 24 P.S. 1302.1-A
12. 24 P.S. 1303-A
13. 22 PA Code 10.2
14. 22 PA Code 10.21
15. 22 PA Code 10.22
17. Pol. 348
18. Pol. 317
- 22 PA Code 235.1 et seq
- 24 P.S. 2070.1a et seq
- 23 Pa. C.S.A. 6301 et seq
19. Pol. 448
20. Pol. 548
21. Pol. 417
22. Pol. 517

CLARION- LIMESTONE AREA SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: STATE MANDATE WAIVERS

ADOPTED: December 1, 2004

REVISED:

825. STATE MANDATE WAIVERS	
1. Purpose	<p>This policy establishes guidelines for developing, applying for and implementing waivers of state-imposed mandates and other provisions of state law, pursuant to the Education Empowerment Act. Board procedures will supplement those set forth in law or State Board regulations. Waiver applications submitted by the school shall be processed and implemented in accordance with this policy.</p>
2. Authority SC 1714-B	<p>The Board shall approve at a regular Board meeting the submission of an application for state mandate waivers that will enable the school to improve its instructional program or to operate in a more effective, efficient or economical manner. Approval by the Department of Education shall be required prior to implementation by the school.</p> <p>No waiver shall be in effect until after approval has been received from the Secretary of Education, and the Board has taken formal action acknowledging the approval and specifying the effective date of the waiver.</p> <p>The Board reserves the right to decline to implement any waiver that has been approved, and to rescind any waiver in effect in the school.</p>
3. Delegation of Responsibility	<p>The Administration shall advise the Board of waiver requests being evaluated and developed beyond the preliminary stage.</p> <p>The administration shall promptly notify the Board when a waiver application is approved or denied. When denied, the administration shall prepare a recommendation concerning revisions and re-submittal.</p> <p>The administration shall be responsible to implement required measurement methods and prepare appropriate documentation for submission prior to the expiration of the three-year trial period.</p>

<p>4. Guidelines Pol. 801</p>	<p>Applications and supporting documentation for waivers applied for and those currently in force, as well as approval notices from the Secretary of Education, shall be public records maintained permanently by the Board Secretary and shall be made available for public inspection and copying, in accordance with Board policy.</p> <p>When amendments to adopted Board policy or existing administrative procedures are necessary or appropriate in order to effectively implement the waiver, the final recommended application presented to the Board and final solicitor's review shall be accompanied by specific language for proposed policy revisions and information about associated changes in administrative procedures.</p> <p>Except where clearly not pertinent nor appropriate, all bid specifications; requests for proposals and quotations; and similar documents shall contain language advising that:</p> <ol style="list-style-type: none">1. The effect of laws, regulations or standards otherwise applicable to the school may have been altered by virtue of a waiver under Act 16.2. It is the responsibility of persons contemplating doing business with the school to be familiar with waivers in force or applied for as listed in school records. <p>Suggestions for waiver applications may be submitted by any Board member, staff member, student, resident or taxpayer of a participating school district. All suggestions must be in writing and submitted to the Administrative Director, except that staff proposals shall be routed through the chain of command, with comments or recommendations from supervisors and administrators.</p>
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CLARION-LIMESTONE
AREA
SCHOOL DISTRICT

ADMINISTRATIVE
REGULATIONS

STATE MANDATE WAIVERS

Development/Evaluation of Concepts

Prior to submitting waiver applications for final review by the solicitor and formal School Board approval, the administration's evaluation and development of waiver ideas and suggestions should include:

1. Preliminary review to identify ideas suitable for further investment of staff time or consultation expense.
2. Initial assessment of potential to produce benefit and meet Act 16 criteria.
3. Input and recommendations, as appropriate, from supervisors or staff most directly affected.
4. Identification of all local policies, procedures and practices implementing or reflecting the present legal requirement to be waived, or which should be amended in order to properly implement or evaluate the benefit of the waiver, or the operation of which otherwise would be affected by the waiver.
5. Identification of all collective bargaining provisions, past practices, vendor and service contracts, court orders, and other legal obligations of the school district that may be affected by the waiver or that might have to be renegotiated in order to implement the waiver.
6. Review of similar waiver applications submitted by other school districts, information available from PSBA, or consultation with other school districts developing similar ideas.
7. Determination of whether the nature of the waiver is such that it should be filed jointly with another school district or districts.
8. Determination of whether the subject of the waiver is such that the issue may need to be collectively bargained or is subject to meet and discuss procedures.
9. Summarization of alternative means by which the benefit of the waiver could be measured and documented, in addition to those described in draft language for the actual waiver application.
10. Identification and gathering of data or documentation demonstrating how greater efficiency, program improvements or cost savings, will result from the waiver, including estimates of cost savings.

11. Estimate of cost or budget requirements for implementation, including cost of measuring, documenting or reporting upon the success of the waiver after the three-year trial period.
12. Proposal of an anticipated implementation date, along with a tentative timetable for further steps necessary to submit the waiver to PDE and properly implement the waiver.
13. Determination of whether the subject of the waiver is such that it should be reviewed and discussed with district administrators and staff other than those directly developing the idea, or by an appropriate committee of the School prior to finalization of the application or presentation to the Board for approval.
14. Determination of whether the concept involves matters of federal law subject to waiver under Ed-Flex or similar waiver programs, such that a federal waiver should be sought in conjunction with an Act 16 waiver.

Review Procedures

Initial review of potentially meritorious waivers by the solicitor should occur early enough in the evaluation and development process to ensure the effective use of staff time or other expense in further development, to ensure that subject area is not ineligible for waiver, and to identify other potential legal obstacles or implementation issues.

Waiver applications may be submitted to the appropriate Board committee(s) prior to final review by the solicitor. If the Board committee recommends proceeding further with the waiver application, the application shall be referred to the solicitor for final review, prior to submission to the full Board for approval at a regular, public Board meeting.

The solicitor's required final review of waiver application shall address, in addition to whether it can be implemented without violating other state or federal laws or court orders binding on the district, a review of associated policy amendments as well as provisions of collective bargaining or other contracts that may be affected by the waiver or that should be amended in order to implement the waiver properly.

Related Policy Amendments

If amendments to adopted policies or existing administrative procedures appear to be necessary or appropriate in order to implement the waiver effectively, the final recommendation by the administration to the School Board and the final solicitor's review shall include specific language for proposed policy amendments.

A first reading of such amendments in accordance with Local Board Procedures 003, Functions, may occur at the time the full Board approves the waiver application for submission to PDE. All such proposed amendments shall be contingent upon approval of the waiver application by PDE, and upon formal action of the Board, acknowledging PDE waiver approval and establishing the actual implementation date.

Subsequent readings of related policy changes, if required, should occur sufficiently in advance of the anticipated implementation date to enable implementation to occur as scheduled.

Modified/Revised Applications

In the event PDE requests modifications to a submitted evaluation, the administration shall immediately notify and recommend to the Board a course of action to ensure that approval of a modified application, if deemed appropriate, can be accomplished as soon as possible at a regular meeting of the Board.

The administration shall promptly notify the Board if a waiver application is denied, and shall prepare recommendations as to whether a revised application should be submitted and what revisions are necessary.

Effective Date of Implementation/Rescission

Notwithstanding the anticipated implementation date contained in a waiver application, no waiver shall go into effect until the Board has taken formal action, acknowledging approval by the Secretary of Education and directing immediate implementation or specifying a future implementation date. The specified implementation date also shall be the effective date of the waiver. All waiver applications shall note the distinction required between anticipated and actual implementation dates.

Implementation/Evaluation/Renewal of Waivers

Upon notification of approval of a waiver by the Secretary of Education, the administration immediately shall notify the Board and begin coordinating preliminary actions necessary to implement the waiver not already accomplished, including where applicable:

1. Meet-and-discuss or bargaining.
2. Notification to vendor and service contractors or requests to review contract terms.
3. Subsequent readings of proposed policy changes.
4. Ensuring that an appropriate system or method is in place to begin evaluating the waiver benefits.
5. Ensuring that personnel have been trained and instructed on any new or modified responsibilities arising from the waiver or its evaluations.

The administration shall advise the Board of a projected timetable for accomplishing implementation and a projected date for action by the Board, placing the waiver into effect.

The administration shall ensure that budget recommendations have taken into account the costs of implementing the waiver, including costs of tracking and documenting the effectiveness of the waiver, as well as any cost savings that can be reliably projected to result from the waiver.

The administration shall ensure that the required measurement method is implemented and appropriate data are collected and maintained, and shall ensure that a request for renewal documenting the actual success of a waiver is prepared for timely submission prior to the expiration of the three-year trial period.

Notice/Records of Waiver Applications/Approved Waivers

The administration shall provide written notification of each waiver application submitted to PDE for approval to each local unit of a collective bargaining organization representing school district employees.

Vendor/Service/Construction/Other Contracts

Except where clearly neither pertinent nor appropriate, all vendor, service, construction or other contracts and agreements shall contain language acknowledging that:

1. Laws, regulations or standards otherwise affecting their relationships with school districts may have been altered by virtue of waivers under Act 16.
2. The parties have familiarized themselves with waivers in force, as listed in district records, prior to entering into the contract.
3. The agreement or contract is subject to any waivers currently in force as of the time the contract was entered into.

Unless agreed to by the parties to a contract, waivers normally will not be applied to affect obligations or rights under contractual agreements made prior to the time the waiver goes into effect. The administration and solicitor, as appropriate, shall consider and advise the Board about whether proposed contracts should contain the following:

1. Language referring and agreeing to the effect of pertinent specific waivers that have been applied for or are under consideration, but which are not yet in force, so that eventual implementation would not require reopening and amending of a recently-concluded contract.
2. A convenient mechanism for incorporating or obtaining agreement to the effect of future waivers, without need to reopen entire contracts.



Book	Policy Manual
Section	800 Operations
Title	Conflict of Interest
Code	827
Status	Active
Adopted	June 15, 2016
Last Revised	June 19, 2019

Purpose

This policy shall affirm standards of conduct established to ensure that Board members and employees avoid potential and actual conflicts of interest, as well as the perception of a conflict of interest.

Definitions

Confidential information shall mean information not obtainable from reviewing a public document or from making inquiry to a publicly available source of information.[1]

Conflict or Conflict of interest shall mean use by a Board member or district employee of the authority of his/her office or employment, or any confidential information received through his/her holding public office or employment, for the private pecuniary benefit of him/herself, a member of his/her immediate family or a business with which s/he or a member of his/her immediate family is associated. The term 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 Board member or district 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.[1]

De minimis economic impact shall mean an economic consequence which has an insignificant effect.[1]

Financial interest shall mean any financial interest in a legal entity engaged in business for profit which comprises more than five percent (5%) of the equity of the business or more than five percent (5%) of the assets of the economic interest in indebtedness.[1]

Honorarium shall mean payment made in recognition of published works, appearances, speeches and presentations, and which is not intended as consideration for the value of such services which are nonpublic occupational or professional in nature. The term does not include tokens presented or provided which are of de minimis economic impact.[1]

Immediate family shall mean a parent, parent-in-law, spouse, child, spouse of a child, brother, brother-in-law, sister, sister-in-law, or the domestic partner of a parent, child, brother or sister.[1]

Business partner shall mean a person who, along with another person, plays a significant role in owning, managing, or creating a company in which both individuals have a financial interest in the company.

Delegation of Responsibility

Each employee and Board member shall be responsible to maintain standards of conduct that avoid conflicts of interest. The Board prohibits members of the Board and district employees from engaging in conduct that constitutes a conflict of interest as outlined in this policy.

Guidelines

All Board members and employees shall be provided with a copy of this policy and acknowledge in writing that they have been made aware of it. Additional training shall be provided to designated individuals.

Disclosure of Financial Interests

No Board member shall be allowed to take the oath of office or enter or continue upon his/her duties, nor shall s/he receive compensation from public funds, unless s/he has filed a statement of financial interests as required law.[2]

The district solicitor and designated district employees shall file a statement of financial interests as required by law and regulations.[3][4]

Standards of Conduct

The district maintains the following standards of conduct covering conflicts of interest and governing the actions of its employees and Board members engaged in the selection, award and administration of contracts.[5]

No employee or Board member may participate in the selection, award or administration of a contract supported by a federal award if s/he has a real or apparent conflict of interest as defined above, as well as any other circumstance in which the employee, Board member, any member of his/her immediate family, his/her business partner, or an organization which employs or is about to employ any of them, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.[5]

The district shall not enter into any contract with a Board member or employee, or his/her spouse or child, or any business in which the person or his/her spouse or child is associated valued at \$500 or more, nor in which the person or spouse or child or business with which associated is a subcontractor unless the Board has determined it is in the best interests of the district to do so, and the contract has been awarded through an open and public process, including prior public notice and subsequent public disclosure of all proposals considered and contracts awarded. In such a case, the Board member or employee shall not have any supervisory or overall responsibility for the implementation or administration of the contract.[1]

When advertised formal bidding is not required or used, an open and public process shall include at a minimum:

1. Public notice of the intent to contract for goods or services;
2. A reasonable amount of time for potential contractors to consider whether to offer quotes; and
3. Post-award public disclosure of who made bids or quotes and who was chosen.

Any Board member or employee who in the discharge of his/her official duties would be required to vote on a matter that would result in a conflict of interest shall abstain from voting and, prior to the vote being taken, publicly announce and disclose the nature of his/her interest as a public record.[1]

No public official or public employee shall accept an honorarium.[1]

Board members and employees may neither solicit nor accept gratuities, favors or anything of monetary value from contractors or parties to subcontracts, unless the gift is an unsolicited item of nominal value. Gifts of a nominal value may be accepted in accordance with Board policy.[5][6][8][9]

Improper Influence

No person shall offer or give to a Board member, employee or nominee or candidate for the Board, or a member of his/her immediate family or a business with which s/he is associated, anything of monetary value, including a gift, loan, political contribution, reward or promise of future employment based on the offeror's or donor's understanding that the vote, official action or judgment of the Board member, employee or nominee or candidate for the Board would be influenced thereby.[1]

No Board member, employee or nominee or candidate for the Board shall solicit or accept anything of monetary value, including a gift, loan, political contribution, reward or promise of future employment, based on any understanding of that Board member, employee or nominee or candidate that the vote, official action or judgment of the Board member, employee or nominee or candidate for the Board would be influenced thereby.[1]

Organizational Conflicts

Organizational conflicts of interest may exist when due to the district's relationship with a subsidiary, affiliated or parent organization that is a candidate for award of a contract in connection with federally funded activities, the district may be unable or appear to be unable to be impartial in conducting a procurement action involving a related organization.[5]

In the event of a potential organizational conflict, the potential conflict shall be reviewed by the Superintendent or designee to determine whether it is likely that the district would be unable or appear to be unable to be impartial in making the award. If such a likelihood exists, this shall not disqualify the related organization; however, the following measures shall be applied:

1. The organizational relationship shall be disclosed as part of any notices to potential contractors;
2. Any district employees or officials directly involved in the activities of the related organization are excluded from the selection and award process;
3. A competitive bid, quote or other basis of valuation is considered; and
4. The Board has determined that contracting with the related organization is in the best interests of the program involved.

Reporting Conflicts of Interest

Any perceived conflict of interest that is detected or suspected by any employee or third party shall be reported to the Superintendent. If the Superintendent is the subject of the perceived conflict of interest, the employee or third party shall report the incident to the Board President.

Any perceived conflict of interest of a Board member that is detected or suspected by any employee or third party shall be reported to the Board President. If the Board President is the subject of the perceived conflict of interest, the employee or third party shall report the incident to the Superintendent, who shall report the incident to the solicitor.

No reprisals or retaliation shall occur as a result of good faith reports of conflicts of interest.

The Superintendent or designee shall report to the federal awarding agency or pass-through entity any potential conflict of interest related to a federal award, in accordance with federal awarding agency policy.[12]

Investigation

Investigations based on reports of perceived violations of this policy shall comply with state and federal laws and regulations. No person sharing in the potential conflict of interest being investigated shall be involved in conducting the investigation or reviewing its results.

In the event an investigation determines that a violation of this policy has occurred, the violation shall be reported to the federal awarding agency in accordance with that agency's policies.

Disciplinary Actions

If an investigation results in a finding that the complaint is factual and constitutes a violation of this policy, the district shall take prompt, corrective action to ensure that such conduct ceases and will not recur. District staff shall document the corrective action taken and, when not prohibited by law, inform the complainant.

Violations of this policy may result in disciplinary action up to and including discharge, fines and possible imprisonment. Disciplinary actions shall be consistent with Board policies, procedures, applicable collective bargaining agreements and state and federal laws.[7][10][11]

- Legal
1. 65 Pa. C.S.A. 1101 et seq
 2. Pol. 004
 3. 51 PA Code 15.2
 4. 65 Pa. C.S.A. 1104
 5. 2 CFR 200.318
 6. Pol. 322
 7. Pol. 317
 8. Pol. 422
 9. Pol. 522
 10. Pol. 417
 11. Pol. 517
 12. 2 CFR 200.112
- Pol. 011
- Pol. 319
- Pol. 419
- Pol. 519
- Pol. 609
- Pol. 702

