

**SCHOOL DISTRICT OFFICER AND EMPLOYEE CODE OF ETHICS**

The Board of Education recognizes that sound, ethical standards of conduct serve to increase the effectiveness of Board members and their staff as educational leaders in the community. Actions based on an ethical code of conduct promote public confidence and the attainment of district goals. The Board also recognizes its obligation to set forth a code of ethics under the provisions of the General Municipal Law, to adopt a code of ethics setting forth the standards of conduct required of all district officers and employees.

Therefore, officers and employees of the school district, whether paid or unpaid, including members of the Board of Education, shall adhere to the following code of conduct:

1. Gifts – Individuals shall not directly or indirectly, solicit any gift, or accept or receive any gift having a value of \$75 or more, whether in the form of money, services, loan, travel, entertainment, hospitality, thing or promise, or any other form, under circumstances and of such value that it would reasonably be inferred that the gift was intended to influence him or her in the performance of official duties or was intended as a reward for any official action of his or her part.
2. Confidential Information – Individuals shall not disclose confidential information acquired by him in the course of his official duties or use such information to further his personal interests.
3. Representation Before the Board/District – Individuals shall not receive or enter into any agreement, express or implied, for compensation for goods or services to be rendered in relation to any matter before the school district.
4. Representation Before the Board/District for a Contingent Fee – Individuals shall not receive, or enter into any agreement, express or implied, for compensation for services to be rendered in relation to any matter before the school district, whereby his compensation is to be dependent or contingent upon any action by the district with respect to such matter, provided that this paragraph shall not prohibit the fixing at any time of fees based upon the reasonable value of the services rendered.
5. Disclosure of interest in matters before the Board: A member of the Board of Education and any officer or employee of the district, whether paid or unpaid, must publicly disclose the nature and extent of any interest they or their family (mother, father, siblings, spouse, children, in-laws) have, will have or later acquire in any actual or proposed contract, purchase agreement, lease agreement or other agreement involving the school district (including oral agreements), to the governing body and his/her immediate supervisor (where applicable) even if it is not a prohibited interest under applicable law. Such disclosure must be in writing and made part of the official record of the school district. Disclosure is not required in the case of an interest that is exempted under Section 803(2) of the General Municipal Law. The term “interest” means a pecuniary or material benefit accruing to an officer or employee.
6. Investments in Conflict with Official Duties – He shall not invest or hold any investment directly or indirectly in any financial, business, commercial or private transaction, which creates a conflict with his official duties.

7. Private Employment – He shall not engage in, solicit, negotiate for or promise to accept private employment or render services for private interests when such employment or service creates a conflict with the proper discharge of his official duties.
8. Future employment – He shall not, after the termination of service or employment with the Board, appear before the Board or any panel or committee of the Board, in relation to any case, proceeding, or application in which he personally participated during the period of his service or employment or that was under his or her active consideration.
9. Medicaid Compliance – All district officers and employees shall at all times comply with the letter and spirit of the District's Medicaid Compliance Program and Policy.

### Claims

Nothing herein shall be deemed to bar or prevent the timely filing by a present or future Board member of any claim, account, demand, or suit against the East Ramapo Central School District on behalf of himself or any member of his family arising out of any personal injury or property damage or for any lawful action authorized or permitted by law.

### Distribution of Code of Ethics

The Superintendent of Schools shall cause a copy of this code of ethics to be distributed to every officer and employee of the district. Each officer and employee elected or appointed thereafter shall be furnished a copy before entering upon the duties of his or her office or employment. In addition, a copy of Article 18 of the General Municipal Law will be available in all school buildings as required by law.

### Penalties

In addition to any penalty contained in any other provision of law, any person who shall knowingly and intentionally violate any of the provisions of the Board's code of ethics and its accompanying regulation may be fined, suspended or removed from office or employment, as the case may be, in the manner provided by law.

Ref: General Municipal Law §§806-808

Appeal of Golden, 32 EDR 202 (1992)

NYSED Commissioner's Decision, Application of Nett and Raby (10/24/05)

Adopted: 05/16/06

Amended: 12/16/09