



LINCOLN PUBLIC SCHOOLS  
Lincoln, Massachusetts

Draft

CONFLICT OF INTEREST

To eliminate any possible question of impropriety in personnel practices and to avoid criticism of the Board, administration, or individuals involved, the following policy shall be followed:

1. No School Committee member shall hold any form of paid employment or significant responsibility with the Lincoln Public Schools.
2. No spouse, sibling, parent or child of a sitting School Committee member/Hanscom Representative, or Superintendent of Schools shall be considered for employment in the Lincoln Public Schools.
3. The same restriction as in item #2 shall apply to immediate family members of the administrators whose assignment would in any way fall under the jurisdiction or supervision of that administrator. For example, the spouse of a principal may not be employed for a vacancy in that principal's school. Similarly, a child of the Administrator of Student Services may not be employed in any position in special education or in student services.
4. Two or more members of a family may be employed by the school district provided that no more than one member of a family is assigned to the same school, to the same principal, or to the same immediate supervisor as the one responsible for assigning duties and/or evaluating work performance. Nor will a person be in a position in which he or she will evaluate an immediate or closely related family member. When a family relationship is established after employment, a transfer will be effected at a subsequent date convenient to the school district.
5. To eliminate any possible question of impropriety in fiscal matters, Committee members shall refrain from voting on contracts with, grants from, or any other fiscal relationship with firms in which that Committee member has a financial interest.
6. The School Committee expects employees directly appointed by the Committee to be familiar with the code of ethics that applies to their profession and to adhere to it in their relationships with students, parents/guardians, coworkers, and officials of the school district.
7. No employee of the Committee will engage in or have a financial interest in, directly or indirectly, any activity that conflicts or raises a reasonable question of conflict with their duties and responsibilities in the school district. Nor will any staff member engage in any type of private business during school time or on school property.

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8. District employees may not use district information for any purposes not directly related to the work in the district. (Peter getting specific language)

9. Every two years, all current district employees and School Committee members must complete the State Ethics Commission's online training. New employees must complete this training within 30 days of beginning employment and every 2 years thereafter. Upon completing the program, employees should print out the completion certificate and keep a copy for themselves. Employees will be required to provide a copy of the completion certificate to the municipal or district Clerk through the Superintendent's office.

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SOURCE: MASC September 2016

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Approved at School Committee Meeting of February 29, 1988  
Revised at School Committee Meeting of November 27, 1989  
Revised at School Committee Meeting of



Draft #2

CONFLICT OF INTEREST

The conduct of School Committee members and district employees where a possible conflict of interest exists is regulated by Chapter 268A of the Massachusetts General Laws. The conflict of interest law seeks to prevent conflicts between private interests and public duties, foster integrity in in public service, and promote the public's trust and confidence in that service by placing restrictions on what municipal employees (defined to include School Committee members) may do on the job, after hours, and after leaving public service.

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1. No School Committee member shall hold any form of paid employment or significant responsibility with the Lincoln Public Schools.
2. No spouse, sibling, parent or child of a sitting School Committee member/Hanscom Representative, or Superintendent of Schools shall be considered for employment in the Lincoln Public Schools.
3. To eliminate any possible question of impropriety in fiscal matters, Committee members shall refrain from voting on contracts with, grants from, or any other fiscal relationship with firms in which that Committee member has a financial interest.
4. The School Committee expects employees directly appointed by the Committee to be familiar with the code of ethics that applies to their profession and to adhere to it in their relationships with students, parents/guardians, coworkers, and officials of the school district.
5. No employee of the Committee will engage in or have a financial interest in, directly or indirectly, any activity that conflicts or raises a reasonable question of conflict with their duties and responsibilities in the school district. Nor will any staff member engage in any type of private business during school time or on school property.
6. The same restriction as in item #2 shall apply to immediate family members of the administrators whose assignment would in any way fall under the jurisdiction or supervision of that administrator. For example, the spouse of a principal may not be employed for a vacancy in that principal's school. Similarly, a child of the

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Administrator of Student Services may not be employed in any position in special education or in student services.

- 7. Two or more members of a family may be employed by the school district provided that no more than one member of a family is assigned to the same school, to the same principal, or to the same immediate supervisor as the one responsible for assigning duties and/or evaluating work performance. Nor will a person be in a position in which he or she will evaluate an immediate or closely related family member. When a family relationship is established after employment, a transfer will be effected at a subsequent date convenient to the school district.

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- 8. District employees may not participate in any matter in which they or a member of their immediate family (parents, children, siblings, spouse, and spouse's parents, children, and siblings) has a financial interest. Employees also may not participate in any particular matter in which a business organization from which they have a financial benefit is doing business with the School District.

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6. The School Committee expects employees directly appointed by the Committee members of its professional staff to be familiar with the code of ethics that applies to their profession and to adhere to it in their relationships with students, parents/guardians, coworkers, and officials of the school district. ¶

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No employee of the Committee will engage in or have a financial interest in, directly or indirectly, any activity that conflicts or raises a reasonable question of conflict with their duties and responsibilities in the school district. Nor will any staff member engage in any type of private business during school time or on school property. ¶

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**SOURCES:**

MASC September 2016

Acton-Boxborough Regional School District Files BCB and GBEA.

LEGAL REFS: M.G.L. 71:52; 268A:1 et seq.

Approved at School Committee Meeting of February 29, 1988

Revised at School Committee Meeting of November 27, 1989

Revised at School Committee Meeting of