

# Wilson County Board of Education

Policy Description:  Conflict of Interest  Page 1 of 2	Policy Number: 5.601	Amended Date: 06/04/07
	Rescinds: Classified p. 12	Issued: 08/96

1 **ADMINISTRATIVE PERSONNEL**

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3 Administrative and supervisory personnel shall have no financial interest, directly or indirectly, in supplying  
4 books, maps, school furniture, or apparatus for the schools or to act as agent for any author, publisher,  
5 bookseller, or dealer in school furniture or apparatus; however, a spouse or family member of a principal, teacher  
6 or other school administrative employee may participate in business transactions with the school system where a  
7 sealed competitive bid system is used, provided that the employee does not have discretion in the selection of  
8 bids or specifications.<sup>1</sup>

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10 It shall be a misdemeanor for the director of schools to take any other contract under the Board, to perform any  
11 other service for additional compensation, to act as principal or teacher in any school or to become the owner of  
12 a school warrant other than that allowed for his/her service as director of schools or as secretary to the Board.<sup>2</sup>

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14 **PROFESSIONAL AND SUPPORT PERSONNEL**

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16 Employees of the Board will not engage in, or have financial interest in, any activity that raises a reasonable  
17 question of conflict of interest with their duties and responsibilities as members of the school staff. This includes  
18 but is not limited to the following:

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- 20 1. School employees may not purchase for sale to students any goods or equipment or render any service  
21 to the school system on a commission basis;<sup>1</sup>
- 22 2. Employees who have patented or copyrighted any device, publication or other item will not receive  
23 royalties for use of such item in the school system;
- 24 3. Employees will not engage in any type of work where the source of information concerning a customer,  
25 client or employer originates from information obtained through the school system;
- 26 4. The Board shall make no purchase of supplies, materials or equipment from a school system employee;

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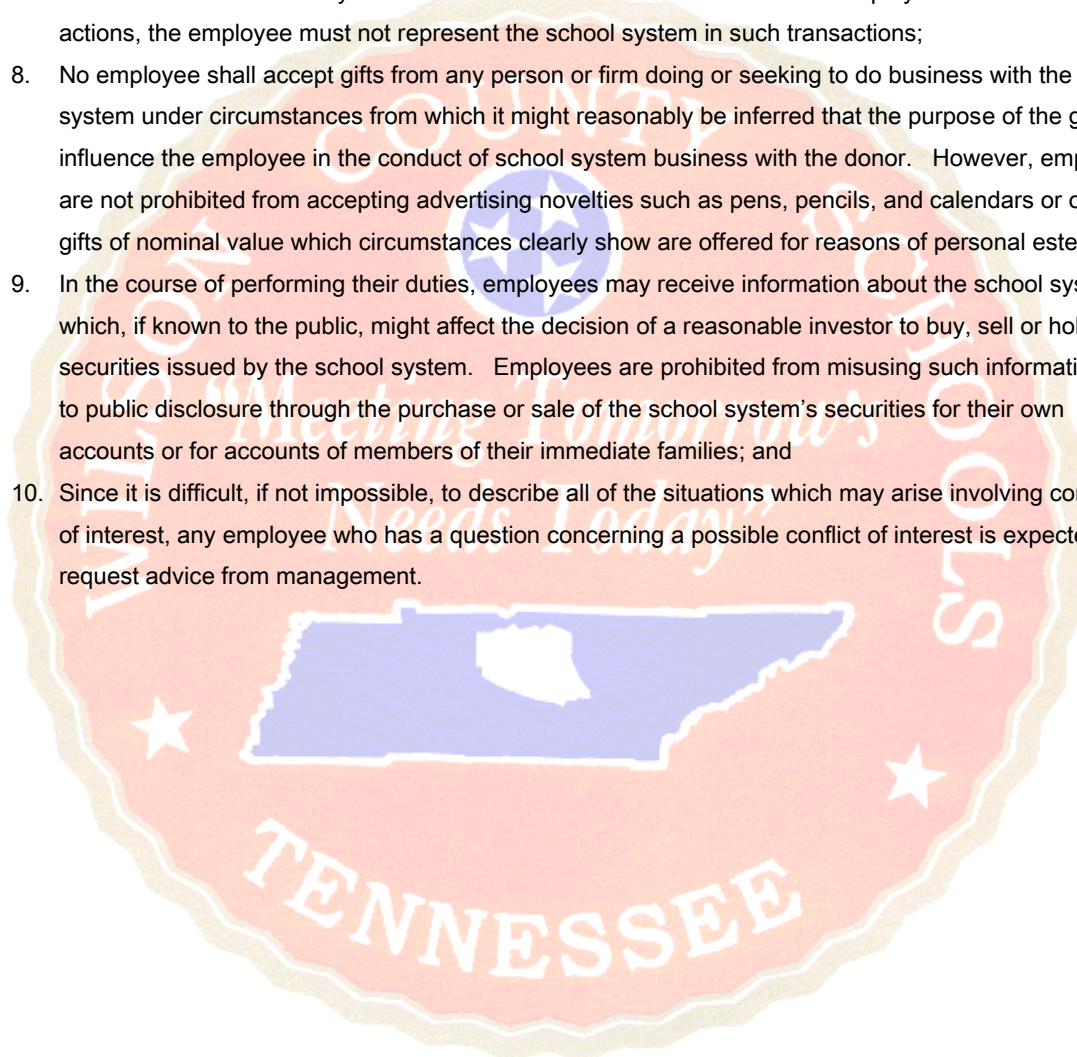
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<sup>1</sup> TCA 49-6-2003

<sup>2</sup> TCA 49-2-301(g)(h)

- 1 5. Employees shall not solicit for the purpose of selling instructional supplies, equipment and reference  
2 books in a territory that includes the parents of the children of the school in which the employee is  
3 assigned;
- 4 6. No employee shall accept full time, part time or temporary employment in any organization which does  
5 business with the school system or is a competitor of the school system if the employee has input into  
6 or influence on the school system decision to do business with said organization;
- 7 7. If an employee or a member of his/her immediate family has a financial interest in a firm which does  
8 business with the school system and the interest is sufficient to affect the employee's decisions or  
9 actions, the employee must not represent the school system in such transactions;
- 10 8. No employee shall accept gifts from any person or firm doing or seeking to do business with the school  
11 system under circumstances from which it might reasonably be inferred that the purpose of the gift is to  
12 influence the employee in the conduct of school system business with the donor. However, employees  
13 are not prohibited from accepting advertising novelties such as pens, pencils, and calendars or other  
14 gifts of nominal value which circumstances clearly show are offered for reasons of personal esteem;
- 15 9. In the course of performing their duties, employees may receive information about the school system  
16 which, if known to the public, might affect the decision of a reasonable investor to buy, sell or hold  
17 securities issued by the school system. Employees are prohibited from misusing such information prior  
18 to public disclosure through the purchase or sale of the school system's securities for their own  
19 accounts or for accounts of members of their immediate families; and
- 20 10. Since it is difficult, if not impossible, to describe all of the situations which may arise involving conflicts  
21 of interest, any employee who has a question concerning a possible conflict of interest is expected to  
22 request advice from management.



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