

ALAMEDA COUNTY BOARD OF SUPERVISORS MINUTE ORDER

The following action was taken by the Alameda County Board of Supervisors on 02/28/2023

Approved as Recommended Other

Unanimous Tam: Haubert: Miley: : Carson: -

Vote Key: N=No; A=Abstain; X=Excused

Documents accompanying this matter:

Documents to be signed by Agency/Purchasing Agent:

File No. 30950
Item No. 101

Copies sent to:

Vicki E. Bustos, Dublin Unified School District, 7471 Larkdale Avenue, Dublin, CA 94568-1599

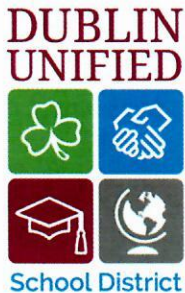
Special Notes:



I certify that the foregoing is a correct copy of a Minute Order adopted by the Board of Supervisors, Alameda County, State of California.

ATTEST:
Clerk of the Board
Board of Supervisors

By: 
Deputy



DUBLIN SCHOOLS

DUBLIN UNIFIED SCHOOL DISTRICT

7471 Larkdale Avenue, Dublin, CA 94568-1599 • 925-828-2551 • FAX 925-829-6532

February 17, 2023

Board of Supervisors
County of Alameda
1221 Oak Street, #536
Oakland, CA 94612

Dear Members of the Board:

The Dublin Unified School District (DUSD) respectfully requests the Board's approval of its recently revised Conflict of Interest Code.

Pursuant to the biennial review of its Code, the District determined that an amendment was required in order to include new positions, revise titles of existing positions, and delete titles of positions that have been abolished.

Enclosed is a copy of the District's complete Conflict of Interest Code, which is outlined in DUSD Board Bylaw and Exhibit 9270. Also enclosed is a strikeout/underscore version showing the amendments made since the last version of the Code approved by the Board of Supervisors, as well as a copy of the agency resolution approving the Code, adopted by the District governing board on February 14, 2023.

Thank you for your review and consideration of our request for approval. Should you have any questions, please feel free to contact me.

Cordially,

VICKI E. BUSTOS
Executive Assistant to the Superintendent

/vb
Enclosures

**Board Policy Manual
Dublin Unified School District**

Exhibit 9270-E(1): Conflict of Interest
Original Adopted Date: 4/24/2012 **Revised:** 2/14/2023

Status:
DRAFT

RESOLUTION ADOPTING A CONFLICT OF INTEREST CODE

WHEREAS, the Political Reform Act, Government Code 87300-87313, requires each public agency in California to adopt a conflict of interest code; and

WHEREAS, the Board of Education of the Dublin Unified School District has previously adopted a local conflict of interest code; and

WHEREAS, past and future amendments to the Political Reform Act and implementing regulations may require conforming amendments to be made to the district's conflict of interest code; and

WHEREAS, a regulation adopted by the Fair Political Practices Commission, 2 CCR 18730, provides that incorporation by reference of the terms of that regulation, along with an agency-specific appendix designating positions and disclosure categories shall constitute the adoption and amendment of a conflict of interest code in conformance with Government Code 87300 and 87306; and

WHEREAS, the Dublin Unified School District has recently reviewed its positions, and the duties of each position, and has determined that (changes/no changes) to the current conflict of interest code are necessary; and

WHEREAS, any earlier resolutions, bylaws, and/or appendices containing the District's conflict of interest code shall be rescinded and superseded by this Resolution and Appendix; and

NOW THEREFORE BE IT RESOLVED that the Dublin Unified School District Board of Education adopts the following Conflict of Interest Code including its Appendix of Designated Employees and Disclosure Categories.

PASSED AND ADOPTED THIS _____ day of _____, _____ at a meeting, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____

Attest:

Secretary/President
Conflict of Interest Code of the
Dublin Unified School District

The provisions of 2 CCR 18730 and any amendments to it adopted by the Fair Political Practices Commission, together with the attached Appendix specifying designated positions and disclosure categories, are incorporated by reference and shall constitute the district's conflict of interest code.

Governing Board members and designated employees shall file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories listed in the attached Appendix. The Statement of Economic Interest shall be filed with the district's filing officer and/or, if so required, with the district's code reviewing body. The district's filing officer shall make the statements available for public review and inspection.

APPENDIX

Disclosure Categories

1. Category 1: A person designated Category 1 shall disclose:
 - a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries, or of any land owned or used by the district.
 - b. Investments or business positions in or income from sources which are engaged in the acquisition or disposal of real property within the district, are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the district, or manufacture or sell supplies, books, machinery, or equipment of the type used by the district.
2. Category 2: A person designated Category 2 shall disclose:
 - a. Investments or business positions in or income from sources which are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs.
 - b. Investments or business positions in or income from sources which manufacture or sell supplies, books, machinery, or equipment of the type used by the department which the designated person manages or directs. For the purposes of this category, a principal's department is his/her entire school.
3. Full Disclosure: If the district's Board members and/or Superintendent "manage public investments," they and other persons designated for "full disclosure" shall disclose, in accordance with Government Code 87200, to the extent required by the Political Reform Act, associated regulations and Statement of Economic Interest/Form 700 filing instructions:
 - a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries, or of any land owned or used by the district.
 - b. Investments, business positions, and sources of income, including gifts, loans, and travel payments.

Designated Positions

<i>Designated Position</i>	<i>Disclosure Category</i>
Board of Education Members	1
Superintendent of Schools	1
Assistant/Associate Superintendent	1
Purchasing Manager	1
Chief Technology Officer	1
Director	2
Assistant Director	2
Principal	2
Assistant Principal	2
Manager	2
Purchasing Coordinator	2
Project Specialist/Manager	2
Facilities Planner	2
Supervisor	2

Disclosures for Consultants

Consultants are designated employees who must disclose financial interests as determined on a case-by-case basis by the Superintendent or designee. The Superintendent or designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.

A consultant is an individual who, pursuant to a contract with the district, makes a governmental decision whether to: (2 CCR 18700.3)

1. Approve a rate, rule, or regulation
2. Adopt or enforce a law
3. Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement
4. Authorize the district to enter into, modify, or renew a contract that requires district approval
5. Grant district approval to a contract that requires district approval and in which the district is a party, or to the specifications for such a contract
6. Grant district approval to a plan, design, report, study, or similar item
7. Adopt or grant district approval of district policies, standards, or guidelines

A consultant is also an individual who, pursuant to a contract with the district, serves in a staff capacity with the district and in that capacity participates in making a governmental decision as defined in 2 CCR 18704, subsections (a) and (b), or performs the same or substantially all the same duties for the district that would otherwise be performed by an individual holding a position specified in the district's conflict of interest code. (2 CCR 18700.3)

**Board Policy Manual
Dublin Unified School District**

Exhibit 9270-E(1): Conflict of Interest
Original Adopted Date: 4/24/2012 **Revised:** 10/12/2021

Status:
DRAFT

RESOLUTION ADOPTING A CONFLICT OF INTEREST CODE

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WHEREAS, the Board of Education of the Dublin Unified School District has previously adopted a local conflict of interest code; and

WHEREAS, past and future amendments to the Political Reform Act and implementing regulations may require conforming amendments to be made to the district's conflict of interest code; and

WHEREAS, a regulation adopted by the Fair Political Practices Commission, 2 CCR 18730, provides that incorporation by reference of the terms of that regulation, along with an agency-specific appendix designating positions and disclosure categories shall constitute the adoption and amendment of a conflict of interest code in conformance with Government Code 87300 and 87306; and

WHEREAS, the Dublin Unified School District has recently reviewed its positions, and the duties of each position, and has determined that (changes/no changes) to the current conflict of interest code are necessary; and

WHEREAS, any earlier resolutions, bylaws, and/or appendices containing the District's conflict of interest code shall be rescinded and superseded by this Resolution and Appendix; and

NOW THEREFORE BE IT RESOLVED that the Dublin Unified School District Board of Education adopts the following Conflict of Interest Code including its Appendix of Designated Employees and Disclosure Categories.

PASSED AND ADOPTED THIS _____ day of _____, _____ at a meeting, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____

Attest:

Secretary/President
Conflict of Interest Code of the
Dublin Unified School District

The provisions of 2 CCR 18730 and any amendments to it adopted by the Fair Political Practices Commission, together with the attached Appendix specifying designated positions and disclosure categories, are incorporated by reference and shall constitute the district's conflict of interest code.

Governing Board of Education members and designated employees shall file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories listed in the attached Appendix. The Statement of Economic Interest shall be filed with the district's filing officer and/or, if so required, with the district's code reviewing body. The district's filing officer shall make the statements available for public review and inspection.

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2. Category 2: A person designated Category 2 shall disclose:
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 - b. Investments or business positions in or income from sources which manufacture or sell supplies, books, machinery, or equipment of the type used by the department which the designated person manages or directs. For the purposes of this category, a principal's department is his/her entire school.
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Assistant/Associate Superintendent	1
Purchasing Coordinator <u>Manager</u>	1
Chief Facilities & Operations <u>Technology</u> Officer	1
Director	2
Assistant Director	2
Principal	2
Assistant Principal	2
Manager	2
Program Purchasing Coordinator	2
Project Specialist/Manager	2
Facilities Planner	2
Supervisor	2

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DUBLIN SCHOOLS

DUBLIN UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 2022-23/26

DUBLIN UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES, ALAMEDA COUNTY, STATE OF CALIFORNIA

RESOLUTION ADOPTING A CONFLICT OF INTEREST CODE

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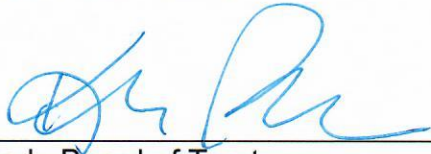
WHEREAS, the Dublin Unified School District has recently reviewed its conflict of interest code, and has determined that changes are necessary; and

WHEREAS, any earlier resolutions, bylaws, and/or appendices containing the District's conflict of interest code shall be rescinded and superseded by this Resolution and Appendix; and

NOW THEREFORE BE IT RESOLVED that the Dublin Unified School District Board of Education adopts the following Conflict of Interest Code including its Appendix of Designated Employees and Disclosure Categories.

PASSED and ADOPTED this 14th day of February, 2023, by the Dublin Unified School District Board of Trustees, of the County of Alameda, to wit:

AYES: Blackman, Pelham, Kuo, Speck
NOES: None
ABSENT: Cherrier
ABSTAIN: None



Clerk, Board of Trustees
Dublin Unified School District
County of Alameda
State of California