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June 7, 2016

TO THE HONORABLE MEMBERS OF THE SCHOOL COMMITTEE:

Revisions to Staff Ethics/Conflict of Interest Policy

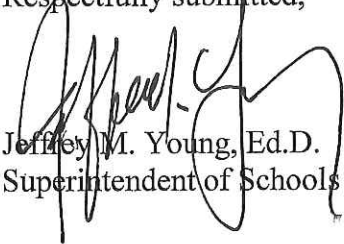
Recommendation: That the School Committee approve the revisions to the Staff Ethics/Conflict of Interest Policy as detailed in the attached document.

This is a first reading of this proposed policy revision.

Description: The revisions to the Staff Ethics/Conflict of Interest Policy that are detailed in the attached document are being made in order to bring the language of the policy into alignment with the current practices and procedures of the school district.

Supporting data: Staff Ethics/Conflict of Interest Policy

Respectfully submitted,



Jeffrey M. Young, Ed.D.  
Superintendent of Schools

## STAFF ETHICS /CONFLICT OF INTEREST

The School Committee expects 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, coworkers, and officials of the school district.

No employee of the School 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 his 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.

Employees will not engage in work of any type where information concerning a customer, client, or employer originates from any information available to them through school sources.

Moreover, as there should be no conflict of interest in the supervision and evaluation of employees, at no time may any administrator be responsible for the supervision and/or evaluation of an employee ~~be~~ directly related to him/her.

In order to avoid the appearance of any possible conflict, it is the policy of the School Committee that ~~members of the immediate family of the Superintendent, Central Office Administrators, School Committee members or Principals/Heads of School may not be employed by the school district unless written notice is given to the School Committee of the proposal to employ such person at least two weeks in advance of the person's employment or assignment. no employee be hired who is related to any member of the School Committee or who is related to any administrator of the school district. This provision will not affect anyone currently employed in the school district who may be related to either a School Committee member or an administrator but no promotions or hiring in the future will be exempt from this provision.~~

A copy of the statute along with a summary of the conflict of interest statute as posted on the Massachusetts Ethics Commission website is to be posted on the staff bulletin boards in each school and a copy of the summary will be included in the Cambridge Public Schools Staff Guide to Policies that is provided to each incoming employee or promoted employee. The Superintendent also will take the necessary steps to ensure compliance with the mandatory education and training requirements under the state's conflict of interest law.

LEGAL REF.: M.G.L.c. 71, §52; M.G.L.c. 268A, §1 et seq.  
Chapter 28 of the Acts of 2009

Adopted: *December 1, 2009*