

PERSONNEL
CONFLICT OF INTEREST

Employment Conflict

The Association recognizes that employees of NJSBA have the same fundamental civic responsibilities and privileges as other citizens. Among these are campaigning for an elective public office and holding an elective or appointive public office.

Staff members are not permitted to serve as members of local boards of education. Members of local boards hired as staff members by the Association must resign from their local board within 60 days from the date of employment. However, they may participate on school district citizen committees without pay.

Staff members choosing to serve as a board of education member cannot continue to serve as a staff member of the NJSBA.

"Employment ", for purposes of this policy and all policies contained herein regarding employment with the NJSBA, shall include employment as a staff member, contractor, consultant or vendor.

An officer who has participated in the evaluation and annual compensation contract recommendation of the Executive Director may not be employed by NJSBA for the longer of the period remaining on the contract, or six months following the date on which he or she has ceased to be an officer.

An officer who has not participated in the evaluation and annual compensation contract recommendation of the Executive Director may not be employed by NJSBA until six months following the date on which he or she has ceased to be an officer.

A member of the Board of Directors or alternate who has participated in the discussion and/or approval of the annual compensation contract recommendation of the Executive Director may not be employed by NJSBA for the longer of the period remaining on the contract, or six months following the date on which he or she has ceased to be a member or alternate of the Board of Directors.

A member of the Board of Directors or alternate who has not participated in the discussion and/or approval of the annual compensation contract recommendation of the Executive Director may not be employed by NJSBA until six months following the date on which he or she has ceased to be a member or alternate of the Board of Directors.

A member serving on the NJSBA Board of Directors as the NSBA liaison, a non-voting position, who is not serving pursuant to *Bylaws Art. VI, Sec. 1a., b., c., or d.*, is not conflicted pursuant to this policy. *Bylaws Art. VI Sec. 1e* was adopted to afford a direct liaison between NSBA and NJSBA when a member of NJSBA is serving in a governance position with the national association.

Authority: BD 5/78
BD 10/00

Revised: BD 3/09
BD 5/11
BD 3/12
BD 5/14

See Also: GO/3300

GOVERNANCE & OPERATIONS

FILE CODE: GO/4118.13

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GO/8250
GO/8250.1
GO/8312
GO/8318

Financial Interest

No employee of the NJSBA shall engage in or have a direct or indirect financial interest in any activity that conflicts with his or her duties and responsibilities or compromises the integrity of the NJSBA.

All NJSBA professional staff are deemed to be school officials as defined by the School Ethics Commission. Professional staff are not permitted to act in the employee's official capacity in any matter in which the employee has a direct or indirect financial involvement that might reasonably be expected to impair the employee's objectivity or independence of judgment.

Employees shall refrain from having any private business dealings with any Association contractor, consultant or vendor which would present a potential, actual or the appearance of a conflict of interest.

Authority: BD 5/78
BD 10/00

Revised: BD 1/89
BD 5/07
BD 3/09
BD 3/12

See Also: GO/4134
GO/8312
GO/8312

Personal Interest

No employee of the NJSBA shall have a personal interest that substantially conflicts with his or her duties and responsibilities or compromises the integrity of the NJSBA.

All NJSBA professional staff are deemed to be school officials as defined by the School Ethics Commission. Professional staff are not permitted to act in the employee's official capacity in any matter in which the employee or a member of the employee's immediate family has a personal involvement that is or creates some benefit to the employee or a member of the employee's immediate family.

Authority: BD 10/00

Revised: BD 3/09

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School Ethics Act

All NJSBA professional staff are deemed to be school officials as defined by the School Ethics Commission and shall comply with all provisions of the Act.

Authority: BD 10/00

Revised: BD 3/09

Political Activity

Employees are prohibited from attending or engaging in campaign activities or holding elected or appointed offices which potentially present a conflict of interest or duties without prior approval from the Executive Director.

In the event a staff member assumes an elected office as a member of a municipal, county or state governing body or accepts an appointed position for a municipal, county or state governing body, and that elected or appointed position constitutes a direct ongoing conflict of interest which cannot be cured by abstention, his/her staff position shall cease upon being sworn in or assuming the appointed position. Any controversies concerning what constitutes a direct ongoing conflict of interest for any staff member shall be determined by the Board of Directors.

For the purposes of this section, "engaging" means being committed or involved in; and "attending" means being present at.

Authority: BD 5/78
BD 10/00

Revised: BD 10/89
BD 1/92
BD 5/07
BD 3/09

NJSBA Campaign Activities

Employees are prohibited from engaging in any campaign activities or election activities related to any Association office.

Authority: BD 10/89

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BD 10/00

Annual Statement

All employees shall be required to sign a statement annually stating that they adhere to the Association's Conflict of Interest policies on Board of Education Membership, Financial Interest, Personal Interest, School Ethics Act, Political Activity, and NJSBA Campaign Activities. All NJSBA professional staff are deemed to be school officials as defined by the School Ethics Commission. Professional staff shall annually file a personal/relative and financial disclosure statement pursuant to N.J.S.A. 18A: 12-25, 26.

Authority: BD 10/90
BD 10/00

See Also: GO/4134