

**GAG-R Staff Conflict of Interest**

7/19/12

**RATIONALE/OBJECTIVE:**

It is essential that there be public confidence in the integrity of the management of the Cobb County School District (District). The District seeks to assure the public that decisions are made independently, free of any conflicts of interest and through the appropriate decision making channels. To foster public confidence and in an effort to avoid even the appearance of a potential conflict of interest, the District has elected to adopt a mandatory disclosure procedure and a policy governing business transactions.

**RULE:****A. MANDATORY DISCLOSURE PROCEDURE:**

All employees who have the ability to make individual purchase decisions in the amount of \$1,000.00 and above shall disclose in writing, any known relationship they, or any member of their immediate family (defined herein as spouse and/or children), have or have had in the twelve (12) months immediately preceding the disclosure, with any current or prospective vendor/consultant to the District. Such relationship shall be defined as:

"Any relationship, contractual or otherwise, which might result in any pecuniary gain, direct or indirect, in the aggregate annual amount of \$9,000.00 and above."

The disclosure shall be presented in writing to the Office of the Superintendent on or before January 31 of each year on such forms as the District shall prescribe. Once a disclosure is received, the Superintendent shall ensure that such information is distributed to appropriate administration personnel.

**B. BUSINESS TRANSACTIONS:**

District staff will recuse themselves from involvement in business transactions where they have a relationship as defined above with a potential vendor/consultant. If an affected party wishes to have this Rule waived, they may forward such request to a review committee, which committee shall be composed of the board attorney and the Superintendent or his/her designee.

Adopted: 7/19//12

Legal Reference  
O.C.G.A. 16-10-0001      Public officer - willful violation of terms of oath