

Code of Ethics

The Board of Cooperative Educational Services recognizes that sound, ethical standards of conduct serve to increase the effectiveness of school board members and their staff as educational leaders in their community. Actions based on an ethical code of conduct promote public confidence and the attainment of district goals. The Board also recognizes its obligation to set forth a code of ethics under the provisions of the State General Municipal Law.

The Board President shall ensure a copy of this code of ethics is distributed to every officer and employee of the Board. Each officer and employee elected or appointed shall be furnished a copy before entering upon the duties of his or her office of employment.

Officer or Employee: means an officer or employee of the Board of Cooperative Educational Services, whether paid or unpaid, including members of the Board and their professional or nonprofessional staff and appointees.

Interest: means a pecuniary or material benefits accruing to an officer or employee unless the context otherwise requires.

Family member: means a spouse, domestic partner, parent, grandparent, in-law, child, step-child, or sibling of the officer or employee or any relation through blood or marriage who shares the same residence as the officer of employee.

Standard of Conduct

Every officer or employee of the Board shall be subject to and abide by the following standards of conduct.

Gifts - An officer or employee shall not, directly or indirectly, solicit any gift, or accept or receive any gift having a value of seventy-five dollars or more whether in the form of money, services, loan, travel, entertainment, hospitality, thing or promise, or any other form, under circumstances in which it could reasonably be inferred that the gift was intended to influence him or her in the performance of his or her official duties or as a reward for any official action on his or her part.

Confidential information - An officer or employee shall not disclose confidential information acquired by him or her in the course of his or her official duties or use such information to further his or her personal interest.

Representation before the Board - An officer or employee shall not receive, or enter into any agreement, express or implied, for compensation for services to be rendered in relation to any matter before any school district.

Employee representation before the Board for a contingent fee - An officer or employee shall not receive, or enter into any agreement, express or implied, for compensation of services to be rendered in relation to any matter before the school district whereby the compensation is to be dependent or contingent upon any action by the district with respect to such matter, provided that this paragraph

Code of Ethics

shall not prohibit the fixing at any time of fees based upon the reasonable value of the services rendered.

Disclosure of interest in matters before the Board - To the extent that the officer or employee knows thereof, a member of the Board and any officer or employee of the District, whether paid or unpaid, who participates in the discussion or gives official opinion to the Board on any matters before the Board, shall publicly disclose on the official record the nature and extent of any direct or indirect financial or other private interest he or she or a family member has in such matters.

Investments in conflict with official duties - An officer or employee shall not invest or hold any investment directly in any financial, business, commercial or other private transaction which creates a conflict with his or her official duties.

Private employment - An officer or employee shall not engage in, solicit, negotiate for or promise to accept private interests when such employment or service conflicts with or impairs the proper discharge of his or her official duties.

Future employment - An officer or employee shall not, after the termination of service or employment with such Board, appear before such Board or panel or committee of the District in relation to any case, proceeding, or application in which he or she personally participated during the period of his or her service or employment or which was under his or her active consideration.

Nothing herein shall be deemed to bar or prevent the timely filing by a present or former officer or employee of any claim, account, demand, or suit against the District on his or her own behalf or on behalf of any member of his or her family arising out of any personal injury or property damage or for any lawful benefit authorized or permitted by law.

Penalty

In addition to any penalty contained in any other provision of law, any person who shall knowingly and intentionally violate any of the provisions of this code may be fined, suspended or removed from office or employment, as the case may be, in manner provided by law.

Legal ref: New York General Municipal Law §§801, 802, 805-a, 806
Approved: December 18, 1996