

## CONFLICT OF INTEREST

School district employees, officers, and agents including members of the board shall hold the public trust through impartial and responsible public service.

No school district employee, officers, agent or member of the board shall use his/her office or position for personal financial gain or the financial gain of his/her family.

An employee, officers, agent or member of the board shall not engage in business activity, accept private employment, render services for private interest, or the sale of goods of any type when such employment, business activity or service is incompatible with his/her official duties or would impair his/her independence or judgement or action in the performance of his/her official duties.

Employees, officers, agent or member of the board shall not use or disclose privileged information gained in the course of or by reason of their official position or activities.

An employee, officers, agent or member of the board shall not make use of materials, equipment, or facilities of the Appleton Area School District for their own personal financial gain or business interest.

An employee, officers, agent or member of the board cannot solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontract.

All employees will comply with provisions of the Wisconsin Code of Ethics for Public Officials and Employees.

Administrative employees, officers, and agents shall abide by any laws and regulations and Board policies pertaining to personal and/or financial affairs that would conflict with their positions as district employees. Failure to abide by this policy may result in (1) disciplinary action, up to and including discharge; and (2) referral to law enforcement authorities.

**Legal References:** Section 19.41 - 19.59 [code of ethics for public officials, employees and candidates]  
 Section 946.10 [bribery of public officers and employees]  
 Section 946.12 [misconduct in public office]  
 Section 946.13 [private interest in public contract prohibited]

**Adoption Date: May 8, 2017**