

**Staff Conflict of Interest**

The Bismarck School Board and administration not only prescribe that staff members of the Bismarck Public Schools adhere to all laws regarding conflict of interest, but also be alert to and avoid situations which have the appearance of a conflict of interest. The School Board discourages substantial and continuing school related business relationships between Board and staff.

This policy prescribes a mandatory code of conduct that will be followed by all members of the staff and vendor/contractors in the business of providing goods and/or services to the school system. The policy will apply to, but not be limited to, the following situations:

1. Awarding of any and all building and construction contracts regardless of amount;
2. Awarding of any and all contracts for the providing of goods; e.g., football equipment; basketball equipment, track shoes, films, books, food services and items of a like nature;
3. Awarding of any and all contracts for the providing of services, e.g., window washing, accounting, architectural, cartage, snow removal, security, pre-employment physicals and other services of a like nature;
4. Selection of financial institutions for the deposit of funds;
5. Such other relationships as the Board determines.

**Standards Determining Conflict of Interest**

For the purpose of this policy, a conflict of interest is deemed to exist whenever the employee has a personal, professional (e.g., business interest outside scope of employment), or pecuniary interest in a district contract or matter to be decided by the Board or its designee. A conflict will also be deemed to exist whenever the employee's spouse, relative, business or professional associate has a personal, professional, or pecuniary interest in a district contract or matter to be decided by the Board or its designee. For the purposes of this policy *relative* is defined as parent, sibling, or child.