

SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA

939



FROM: County Counsel

SUBMITTAL DATE: January 19, 2005

SUBJECT: Approval of the amended appendix to the Conflict of Interest Code for the Jurupa Unified School District

RECOMMENDED MOTION: That the Board of Supervisors approve the amended appendix for the conflict of interest code submitted by the Jurupa Unified School District

BACKGROUND: Government Code Section 87306.5 requires that all local agencies review their codes and make any appropriate amendments to their conflict of interest codes, and the listing of designated positions for employees who must disclose along with the types of disclosure required.

The Jurupa Unified School District recently revised the appendix for its conflict of interest code and has submitted the revised appendix for approval by the Board of Supervisors as the code reviewing body.

This office has reviewed the revised appendix and has found that it complies with statutory requirements. It is recommended that the new appendix be approved and that the clerk notify the District of the action taken.

*Lee A. Vinocour*

LEE A. VINOCOUR  
Deputy County Counsel

G:\Property\LVinocou\Form 11\Jurupa USD 011905.doc

C.E.O. RECOMMENDATION:

**APPROVE**

*Lisa Brandt*

County Executive Office Signature

Policy

Consent

Department Recommendation:  
Per Executive Office:

Prev. Agn. ref.

Dist.

AGENDA NO.

ATTACHMENTS FILED  
WITH THE CLERK OF THE BOARD

# APPENDIX

## CONFLICT OF INTEREST CODE OF THE JURUPA UNIFIED SCHOOL DISTRICT (Amended December 6, 2004)

### EXHIBIT "A"

#### OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

District Officials who manage public investments, as defined by 2 Cal. Code of Regs. § 18701(b), are NOT subject to the District's Code, but are subject to the disclosure requirements of the Act. (Government Code Section 87200 et seq.). [Regs. § 18730(b)(3)] These positions are listed here for informational purposes only.

It has been determined that the positions listed below are officials who manage public investments<sup>3</sup>:

Members of the Board of Education

Superintendent

Business Manager

Director of Fiscal Services

Financial Consultants

---

<sup>3</sup> Individuals holding one of the above-listed positions may contact the FPPC for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The FPPC makes the final determination whether a position is covered by § 87200.

**DESIGNATED POSITIONS**

**GOVERNED BY THE CONFLICT OF INTEREST CODE**

<u>DESIGNATED EMPLOYEES'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Accounting Supervisor	2, 3, 5
Administrator of Education Support Services	6
Administrator of Education Technology & Assessment	6
Assistant Principal (ALL)	6
Assistant Superintendent, Education Services	6
Assistant Superintendent, Personnel Services	6
Business Assistant	3, 5
Buyer (ALL)	5
Coordinator of Child Welfare & Attendance	6
Coordinator of Educational Technology	6
Coordinator of Language Services	6
Coordinator of Student Support Services	6
Database Administrator	6
Director of Administrative Services	5
Director of Categorical Projects	6
Director of Centralized Support Services	2, 3, 5
Director of Classified Personnel	6

DESIGNATED EMPLOYEES'  
TITLE OR FUNCTION

DISCLOSURE CATEGORIES  
ASSIGNED

Director of Elementary Education	6
Director of Food Services	6
Director of Secondary Education	6
Director of Transportation	6
Elementary School Operations Manager	6
General Counsel	1, 2
Grounds Supervisor	6
Head Start/Preschool Supervisor	6
Maintenance and Operations Supervisor	6
Network Manager	6
Personnel Specialist	6
Principal (ALL)	6
Senior Building Inspector	6
Supervisor of Transportation	6
Warehouse Manager	6

DESIGNATED EMPLOYEES'  
TITLE OR FUNCTION

DISCLOSURE CATEGORIES  
ASSIGNED

Consultant<sup>4</sup>

---

<sup>4</sup> Consultants shall be included in the list of Designated Employees and shall disclose pursuant to the broadest disclosure category in this Code subject to the following limitation:

The Superintendent may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described in this Section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

## EXHIBIT "B"

### DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of investments, business entities, sources of income, or real property which the Designated Employee must disclose for each disclosure category to which he or she is assigned.

Category 1: All investments and business positions in business entities, and sources of income, that are located in, do business in, or own real property within the jurisdiction of the District.

Category 2: All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the jurisdiction of the District.

Category 3: All investments and business positions in, and sources of income from, business entities that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the District.

Category 4: All investments and business positions in, and sources of income from, business entities that are banking, savings and loan, or other financial institutions.

Category 5: All investments and business positions in, and sources of income from, business entities that provide services, supplies, materials, machinery, vehicles or equipment of a type purchased or leased by the District.

Category 6: All investments and business positions in, and sources of income from, business entities that provide services, supplies, materials, machinery, vehicles or equipment of a type purchased or leased by the Designated Employee's Department.