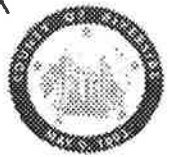


**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

301A



FROM: County Counsel

SUBMITTAL DATE:
January 13, 2011

SUBJECT: Approval of the Conflict of Interest Code of the Riverside Unified School District

RECOMMENDED MOTION: That the Board of Supervisors approve the Conflict of Interest Code submitted by Riverside Unified School District.

BACKGROUND: Government Code section 87306.5 requires that all local agencies review their Conflict of Interest Code, and the listings of designated positions for employees who must disclose along with the types of disclosure required, and make appropriate amendments to each as required.

(Continued)

L. Alexandra Fong

L. ALEXANDRA FONG, Deputy County Counsel
for PAMELA J. WALLS, County Counsel

FINANCIAL DATA	Current F.Y. Total Cost:	\$ N/A	In Current Year Budget:	N/A
	Current F.Y. Net County Cost:	\$ N/A	Budget Adjustment:	N/A
	Annual Net County Cost:	\$ N/A	For Fiscal Year:	N/A

SOURCE OF FUNDS:	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION: APPROVE
BY: *Denise C. Harden*
Denise C. Harden
County Executive Office Signature

ATTACHMENTS FILED WITH THE CLERK OF THE BOARD

Departmental Concurrence

- Policy
- Policy
- Consent
- Consent

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Stone, seconded by Supervisor Benoit and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Buster, Tavaglione, Stone, Benoit and Ashley
Nays: None
Absent: None
Date: February 1, 2011
xc: Co.Co., Dist., COB

Kecia Harper-Ihem
Clerk of the Board
By: *Kecia Harper-Ihem*
Deputy

Dept Recomm.:
Per Exec. Ofc.:

2.8

Government Code Section 82011 identifies the Board of Supervisors for the County of Riverside as the code reviewing body for a local government agency within its county. A local government agency, as defined by Government Code Section 82041, includes a school district.

The Riverside Unified School District recently revised the appendix to its Conflict of Interest Code and has submitted it for approval by the Board of Supervisors as the code reviewing body. The Riverside Unified School District has also amended its Conflict of Interest Code to adopt Fair Political Practices Commission (FPCC) standard provisions.

This office has reviewed the amendment to the Riverside Unified School District's Conflict of Interest Code and found that it complies with statutory requirements.

This office has reviewed the revised appendix and has found that it complies with statutory requirements.

It is recommended that the Board of Supervisors approve Riverside Unified School District's Conflict of Interest Code as revised and that the Clerk of the Board notify the Agency of the action taken.

CONFLICT OF INTEREST CODE FOR THE
RIVERSIDE UNIFIED SCHOOL DISTRICT
(Amended November 15, 2010)

The Political Reform Act (Gov. Code § 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. § 18730) which contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendix designating officials and employees and establishing disclosure categories, shall constitute the conflict of interest code of the Riverside Unified School District (the "District").

All officials and designated employees required to submit a statement of economic interests shall file their statements with the Executive Assistant to the Superintendent as the District's Filing Officer. The Filing Officer shall make and retain a copy of all statements filed by Members of the Board of Education and the Superintendent, and forward the originals of such statements to the Clerk of the Board of Supervisors of the County of Riverside. The Filing Officer shall retain the originals of the statements filed by all other officials and designated employees and make all statements available for public inspection and reproduction during regular business hours. (Gov. Code § 81008.)

APPENDIX

CONFLICT OF INTEREST CODE

OF THE

RIVERSIDE UNIFIED SCHOOL DISTRICT

(Amended November 15, 2010)

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 which provides for full, unlimited disclosure of all investments, interests in real property and income. (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 investments¹:

Members of the Board of Education

Superintendent

Director, Business Services

Deputy Superintendent, Business and Governmental Relations

Financial Consultants

¹

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>
Assistant Director, Building Trades	3, 5
Assistant Director, Equipment/Communications	5
Assistant Director, Facilities Projects	2, 3, 5
Assistant Director, Maintenance and Operations – Grounds/Custodial	5
Assistant Director, Mechanical Trades/Energy Services	5
Assistant Director, SELPA, Special Education Department/Pupil Services	5
Assistant Personnel Administrator	5
Assistant Principal (ALL)	5
Assistant Superintendent, Human Resources	4
Assistant Superintendent, Instructional Services	5
Assistant Superintendent, Operations	2, 4
Assistant Superintendent, Network Information Systems	5
Budget Manager	5
Campus Manager	5
Child Welfare & Attendance Coordinator	5
Child Welfare & Attendance Manager	5
Contract Analyst	1

DESIGNATED EMPLOYEES'
TITLE OR FUNCTION

DISCLOSURE CATEGORIES
ASSIGNED

Coordinator, Early Childhood and Family Education	5
Database Specialist	5
Director, Certificated Personnel	5
Director, Classified Personnel	5
Director, Education (ALL)	5
Director, Educational Accountability	5
Director, Instructional Technology	5
Director, Maintenance & Operations	2, 3, 5
Director, Network Services	5
Director, Nutrition Services	5
Director, Planning and Development	2, 3, 5
Director, Program Development & Extended Learning Opportunities	1
Director, Risk Management	4
Director, Special Projects/English Learner Services	5
Energy Education Specialist	5
Executive Assistant to the Superintendent	5
Executive Director, SELPA, Special Education Department/Pupil Services	5
General Counsel	1, 2
Grant Development Specialist	5
Health Services Coordinator	5

DESIGNATED EMPLOYEES'
TITLE OR FUNCTION

DISCLOSURE CATEGORIES
ASSIGNED

Instructional Services Specialist (ALL)	5
Instructional Technology Supervisor	5
Manager of Systems	5
Manager, Central Kitchen	5
Manager, Communications & Public Relations	5
Manager, Computer Applications	5
Manager, Fiscal Services	4
Manager, Network/Computer Services	5
Manager, Nutritional Services Operations	5
Manager, Publications	5
Manager, Purchasing	4
Network Specialist	5
Personnel Administrator	5
Principal (ALL)	5
Program Specialist (ALL)	5
Senior Program Evaluator, Educational Accountability	5
Senior Research Associate, Educational Accountability	5
Software Engineer	5
Technical Services Manager	5
Transportation Manager	5

DESIGNATED EMPLOYEES'
TITLE OR FUNCTION

DISCLOSURE CATEGORIES
ASSIGNED

MEMBERS OF BOARDS,
COMMITTEES AND COMMISSIONS

Bond Oversight Committee 1, 2

Budget Advisory Committee 1, 2

Consultant²

² 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 is 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, including gifts, loans and travel payments, 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 and sources of income, including gifts, loan and travel payments, 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 and sources of income, including gifts, loan and travel payments, 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 and sources of income, including gifts, loan and travel payments, that provide services, supplies, materials, machinery, vehicles or equipment of a type purchased or leased by the District.

Category 5: All investments and business positions and sources of income, including gifts, loan and travel payments, that provide services, supplies, materials, machinery, vehicles or equipment of a type purchased or leased by the Designated Employee's department, unit or division.

FORM APPROVED COUNTY COUNSEL

BY: L. ALEXANDRA FONG 1/13/11 DATE