

BOARD MEMBER CONFLICT OF INTEREST

POLICY

It is the ethical and legal duty of all School Board members to avoid conflicts of interest as well as the appearance of conflicts of interest.

DEFINITIONS

Conflict of interest means a situation when a board member's private interests, as distinguished from the board member's interest as a member of the general public, would benefit from or be harmed by a board decision.


IMPLEMENTATION

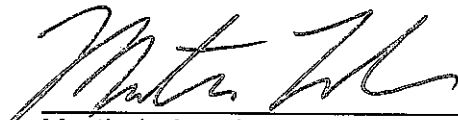
In order to comply with the obligations thus imposed, the Board and its members will adhere to the following standards.

1. A Board member will not give the impression that he or she would represent special interests or partisan politics for personal gain.
2. A Board member will not use his or her position on the Board to promote personal financial interests or the financial interests of family members, friends or supporters.
3. A Board member will not solicit or accept anything of value in return for taking particular positions on matters before the Board.
4. A Board member will not give the impression that his or her position on any issue can be influenced by anything other than a fair presentation of all sides of the question.
5. Board members will be familiar with, and adhere to, those provisions of Vermont education law which define School Board powers and govern Board member compensation and public bidding processes.
6. Board members will not conduct business with the District, except to the extent expressly permitted by law and appropriately disclosed.
7. Board members will not use their Board position to obtain employment in the organization for themselves, family members, or close associates. Should a Board member apply for employment, he or she must first resign from the Board.


Signed:


Elizabeth Fitzgerald, Chair


Bridget Burkhardt, Clerk


Martin LaLonde


Alex McHenry


Steve Wisloski

BOARD MEMBERS CODE OF CONDUCT

The Board commits itself to ethical, businesslike, and lawful conduct, including proper use of authority and appropriate decorum when acting as Board members.

Accordingly:

- 1) Board members will represent the interests of the citizens of the entire school district. This accountability to the whole district supersedes:
 - a. Any conflicting loyalty a member may have to other advocacy or interest groups,
 - b. Loyalty based upon membership on other boards or staffs,
 - c. Conflicts based upon the personal interest of any Board member who is also a parent of a student in the district,
 - d. Conflicts based upon being an employee or a relative of an employee of the district, or
 - e. Loyalty to staff/school employees.
- 2) Members must avoid conflicts of interest in accordance with the Policy on Board Member Conflict of Interest, Policy B1.
- 3) Board members shall not attempt to exercise individual authority over the organization.
 - a. A Board member will not give the impression that he or she has the authority to make decisions or take action on behalf of the Board or the school administration.
 - b. Members' interactions with the Superintendent or with staff must recognize the lack of authority vested in individuals except when explicitly Board authorized. Except as expressly authorized by other policy or Board resolution, members will not give personal direction to any part of the operational organization or assume personal responsibility for resolving operational problems or complaints.
- 4) Members will protect the confidentiality appropriate to issues of a sensitive nature and other matters that may compromise the integrity or legal standing of the Board and district, including matters discussed in executive session.

Board members retain the right, like any citizens, to express their views as they wish. However, they acknowledge that the way in which they choose to exercise this right can affect the Board's ability to work together effectively to build trust among members and an environment conducive to effective governance and

South Burlington School Board Guidelines
Social Media Communications
Original Adopted: February 1, 2017
Revision Adopted: May 16, 2018

Many School Board members are active users of social media including but not limited to Facebook, Twitter, Front Porch Forum, and other blogs and websites. Social Media can be a positive tool for fostering community engagement but must be used wisely, in compliance with open meeting laws and South Burlington School District Policy B2 Board Members' Code of Conduct and in a manner that reflects positively on the District and the School Board as a whole.

In its simplest form School Board members can utilize social media sites to promote dates and agenda topics of upcoming meetings and community forums to garner broader attendance.

The Board currently maintains a Facebook page that is used sparingly for School Board communications with the community. Primarily the Board uses the page to direct community members to other District resources, such as the District website, and to remind community members about meetings or events that may be of interest to them. Occasionally the Board uses the page to direct community members to documents or analyses that were used to inform Board discussions or to answer questions that arise before votes regarding District matters such as the annual budget. The Board has made no commitment to maintain this page regularly or indefinitely but rather uses it as a tool when the Board feels it would be helpful to the community. The page does not serve as an official record of meetings, nor does it replace the Board-approved calendar for regular meetings that appears on the District website.

Front Porch Forum allows for the Chair to hold a "special account" allowing him/her to post to all neighborhoods in the District. To date there is no formal expectation regarding the use of this forum.

In order to avoid giving preferential access to any particular group of individuals and to allow Board members to prioritize the core work of the District, the Board has determined that for the time being it will not regularly monitor or communicate through any social media site established by members of the public.


The School Board's current communication practices with the public, in addition to warned meetings and hearings, include:

- Posting of meeting minutes, meeting schedules, and agendas on the District web site.
- Accepting and responding to School Board group and individual emails.
- Posting of links to RETN recordings of meetings and events to the District website.
- Authoring semi-regular columns in the *Other Paper*.

SOUTH BURLINGTON SCHOOL DISTRICT

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South Burlington, Vermont 05403
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TO: David Young, Superintendent of Schools
Board of School Directors

FROM: Gary Marckres, Director of Operations and Finance 

SUBJECT: Bid Recommendation for Math and Literacy Audit Services

DATE: February 21, 2020

OVERVIEW

As part of a grant, we have allotted \$15,000 for consulting services in math and \$15,000 for consulting services in literacy. We requested proposals for Literacy Audit Services for our three elementary schools and Math Audit Services for grades 8-11 at our middle school and high school. The services for each would consist of document review, teacher interviews, and classroom observations. The consultant for the Literacy Audit will work closely with the Director of Learning and the Elementary Principals and the consultant for the Math Audit will work closely with the Director of Learning, High and Middle School Principals, and the Math Curriculum Area Supervisor to design and administer the study.

We invited four consultants to bid on the Literacy Audit Services and seven consultants for the Math Audit Services and placed an ad in the Burlington Free Press. The bid results are:

<u>Audit</u>	<u>Cost</u>	<u>Comments</u>
<u>Literacy:</u>		
Partnership for Literacy & Learning	\$31,150	Cost is over our grant award. Meets requirements.
Aimee Toth	\$10,000	Cost is within our grant award. Meets requirements.
<u>Math:</u>		
All Learner Network	\$12,500	Cost is within our grant award. Meets requirements.
Steven Leinwand	\$9,450	Cost is within our grant award. Meets requirements.

RECOMMENDATIONS

It is our recommendation that the District award the bid for the Literacy Audit to Aimee Toth and the Math Audit Services to Steven Leinwand. They both are the low bidder, meet our requirements, and are within the \$15,000 each that has been granted.

OTHER INFORMATION

On the next page is a summary of the assessments for the Math and Literacy Audit from our Director of Learning: