

Policy Information

Series 1000 - By-Laws

Code of Ethics for All District Personnel

Policy # 1340, 3.4

POLICY

1995 1340
 5110

By-Laws

SUBJECT: CODE OF ETHICS FOR ALL DISTRICT PERSONNEL

Section 1. Pursuant to the provisions of Section 806 of the General Municipal Law, the Genesee-Livingston-Steuben-Wyoming BOCES recognizes that there are rules of ethical conduct for public officers and employees which must be observed if a high degree of moral conduct is to be obtained in our unit of local government. It is the purpose of this local law to promulgate these rules of ethical conduct for the officers and employees of the District. These rules shall serve as a guide for official conduct of the officers and employees of the District. The rules of ethical conduct of this local law as adopted, shall not conflict with, but shall be in addition to any prohibition of Article Eighteen of the General Municipal Law or any other general or special law relating to ethical conduct and interest in contracts of municipal officers and employees.

Section 2. Definition. (a) "Municipal Officer or Employee" means an officer or employee of Genesee-Livingston-Steuben-Wyoming BOCES, whether paid or unpaid, including members of any administrative board, commission, or other agency thereof. No person shall be deemed to be a municipal officer or employee solely by reason of being a volunteer fireman or civil defense volunteer, except a chief engineer or assistant chief engineer. (b) "Interest" means a pecuniary or material benefit accruing to a municipal officer or employee unless the context otherwise requires.

Section 3. Standards of Conduct. Every officer or employee of Genesee-Livingston-Steuben- Wyoming BOCES shall be subject to and abide by the following standards of conduct:

- a. **Gifts.** He/she shall not, directly or indirectly, solicit any gift or accept or receive any gift having a value of seventy-five dollars or more, whether in the form of money, services, loan, travel, entertainment, hospitality, thing or promise, or any other form, under circumstances in which it could reasonably be inferred that the gift was intended or expected to influence him/her in the performance of official duties or was intended as a reward for any official action on his/her part.
- b. **Confidential Information.** He/she shall not disclose confidential information acquired by him/her in the course of his/her official duties or use such information to further his/her personal interest. Within the framework of collective bargaining, individuals designated as confidential shall not disclose information which would influence the negotiating process.
- c. **Representation before one's own agency.** He/she shall not receive, or enter into any agreement, express or implied, for compensation for services to be rendered in relation to any matter before any municipal agency of which he/she is an officer, member or employee or of any municipal agency over which he/she has jurisdiction or to which he/she has the power to appoint any member, officer or employee.

- d. **Representation before any agency for a contingent fee.** He/she shall not receive, or enter into any agreement, express or implied, for compensation for services to be rendered in relation to any matter before any agency of his/her municipality, whereby his/her compensation is to be dependent or contingent upon any action by such agency with respect to such matter, provided that this paragraph shall not prohibit the fixing at any time of fees based upon the reasonable value of services rendered.
- e. **Disclosure of interest in legislation.** To the extent that he/she knows thereof, a member of the Board and any officer or employee of Genesee-Livingston-Steuben-Wyoming BOCES, whether paid or unpaid, who participates in the discussion or gives official opinion to the Board or any legislation before the Board shall publicly disclose on the official record the nature and extent of any direct or indirect financial or other private interest he/she has in such legislation.
- f. **Investments in conflict with official duties.** He/she shall not invest or hold any investment directly or indirectly in any financial, business, commercial, or other private transaction, which creates a conflict with his/her official duties.
- g. **Private employment.** He/she shall not engage in, solicit, negotiate for or promise to accept private employment or render services for private interests when such employment or service creates a conflict with or impairs the proper discharge of his/her official duties.
- h. **Future employment.** He/she shall not, after the termination of service or employment with BOCES, appear before any board or agency of Genesee-Livingston-Steuben-Wyoming BOCES in relation to any case, proceeding, or application in which he/she personally participated during the period of his/her service or employment or which was under his/her active consideration.

Section 4. Nothing herein shall be deemed to bar or prevent the timely filing by a present or former municipal officer or employee of any claim, account, demand or suit against Genesee- Livingston-Steuben-Wyoming BOCES, or any agency thereof on behalf of himself/herself or any member of his/her family arising out of any personal injury or property damage or for any lawful benefit authorized or permitted by law.

Section 5. Distribution of Code of Ethics. The District Superintendent of Genesee-Livingston- Steuben-Wyoming BOCES shall cause a copy of this code of ethics to be distributed to every officer and employee of BOCES within thirty (30) days after the effective date of this resolution. Each officer and employee elected or appointed thereafter shall be furnished a copy before entering upon the duties of his/her office or employment.

Section 6. Penalties. In addition to any penalty contained in any other provision of law, any person who shall knowingly and intentionally violate any of the provisions of this code may be fined, suspended or removed from office or employment, as the case may be, in the manner provided by law.

Section 7. Effective Date. This resolution shall take effect immediately.

General Municipal Law Sections 800-806

Board Approved
7/18/95