

1 Related Entries: GCA-RA
2 Responsible Office: Board of Education

3

4 Ethics

5

6 A. PURPOSE

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8 To promote the highest level of ethical conduct on the part
9 of all persons associated with **Montgomery County Public**
10 **Schools (MCPS)**; to ensure the highest public confidence in
11 the impartiality and independent judgment of Board of
12 Education (**Board**) members and school employees; and, to
13 provide guidance for MCPS personnel concerning ethics-
14 related matters

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16 B. ISSUE

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18 Chapter ~~257~~ **277** of the ~~1983~~ **2010** Laws of Maryland **directs**
19 **and** authorizes local boards of education to adopt
20 appropriate provisions concerning conflicts of interest,
21 financial disclosure, and lobbying to help ensure the
22 highest public confidence in the impartiality and
23 independent judgment of Board members and school employees.

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25 C. POSITION

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27 1. Definitions

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29 Words in this policy have their normal accepted
30 meanings except as set forth below:

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32 a) *Business entity* means any corporation, **general or**
33 **limited** partnership, sole proprietorship, joint
34 venture, incorporated association or firm,
35 institution, trust, foundation, or other
36 organization, whether or not operated for profit.
37 **Business entity does not include a governmental**
38 **entity.**

39
40 b) *Compensation* means any money or thing of value,
41 **regardless of form**, received or to be received by
42 any **individual person** covered by this policy from
43 an employer for service rendered. **For purposes of**
44 **section C. (4.) of this policy, if lobbying is**
45 **only a portion of a person's employment,**
46 **"compensation" means a prorated amount based on**
47 **the time devoted to lobbying compared to the time**
48 **devoted to other employment duties.**

49
50 c) *Doing business with* means having or negotiating a
51 contract that involves the commitment, in a
52 single or combination of transactions, of \$5,000
53 or more of school system funds during a calendar
54 year, or being subject to the authority of the
55 school system, or being registered as a lobbyist
56 in accordance with Section C.4. of this policy.

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d) *Employee* means any person employed by **the Board Public Schools, including the superintendent.**
~~except that full- and part-time teachers are exempt from financial disclosure provisions by Maryland law (State Government Article, Section 15-601).~~

~~e) *Employer* means any person paying or agreeing to pay compensation to another person for services rendered.~~

ef) *Financial interest* means:

(1) Ownership of any interest as the result of which the owner has received within the past 3 years, is **presently** receiving, or is entitled to receive in the future in excess of \$1,000 annually; or

(2) Ownership, or the ownership of securities of any kind representing or convertible into ownership, of more than 3 percent of a business entity **by an official or the spouse of an official.**

fg) *Gift* means the transfer of ~~any service or thing~~ **anything of economic** ~~more than nominal~~ value,

85 regardless of form, without adequate and lawful
86 consideration. Gift does not include ~~the~~
87 ~~solicitation, acceptance, or receipt~~ of political
88 campaign contributions regulated under Maryland
89 **or local** law. (See also exemptions in Section
90 2.b) (4) .)

91
92 **g) Immediate family means a spouse and dependent**
93 **children.**

94
95 h) *Interest* means any legal or equitable economic
96 interest, whether or not subject to an
97 encumbrance or a condition, which was owned or
98 held in whole or in part, jointly or severally,
99 directly or indirectly, at any time during the
100 calendar year. Interest does not include:

101
102 (1) An interest held in the capacity of a
103 **personal agent**, personal representative,
104 agent, custodian, fiduciary, or trustee,
105 unless the holder has an equitable interest
106 **therein in the subject matter;**

107
108 (2) An interest in a time or demand deposit in a
109 financial institution

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111 (3) An interest in an insurance or endowment
112 policy or annuity contract under which an

113 insurance company promises to pay a fixed
114 amount of money in a lump sum or for life or
115 some other specified period; ~~or~~

116
117 (4) A common trust fund or a trust which forms
118 part of a pension or profit-sharing plan
119 which has more than 25 participants and
120 which **has been determined by the Internal**
121 **Revenue Service to be a qualified trust** ~~is~~
122 ~~qualified~~ under the Internal Revenue Code;
123 **or**

124
125 (5) **A college savings plan under the Internal**
126 **Revenue Code**

127
128 i) *Lobbying* means:

129
130 (1) Communicating in the presence of a school
131 official ~~or employee~~ with the intent to
132 influence any official action of that
133 official ~~or employee~~, where ~~in excess of~~
134 \$100 **or more** is spent during a calendar year
135 for food, entertainment, other gifts, or a
136 series of gifts in furtherance of this
137 activity; or

138
139 (2) Engaging in activities having the expressed
140 purpose of soliciting others to communicate

141 with a school official ~~or employee~~ with the
142 intent to influence that official ~~or~~
143 ~~employee~~ in the outcome of any official
144 action, where \$300 or more is spent in
145 furtherance of this activity during the
146 calendar year

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148 j) **Lobbyist** means a person required to register and
149 report expenses related to lobbying under section
150 C. 4. of this policy.

151

152 k) *Official or school official* means each member of
153 the ~~Montgomery County Board of Education~~ **and its**
154 **employees, including** the superintendent **of**
155 **schools,** ~~and any other employee identified by the~~
156 ~~Board as a school official.~~

157

158 l) *Panel* means the ~~Montgomery County Board of~~
159 ~~Education~~ Ethics Panel.

160

161 m) *Person* includes an individual or a business
162 entity.

163

164 n) **Qualified relative** means a spouse, parent child
165 or sibling.

166

167 o) *Subject to the authority of* refers to business
168 entities regulated by the ~~Board of Education~~ or

169 subject to significant control or impact by
170 policies of the school system relating to the
171 operations of the entity.

172

173 2. Conflicts of interest

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175 a) **Participation**

176

177 (1) Except in the exercise of an administrative
178 or ministerial duty that does not affect the
179 disposition or decision in the matter, an
180 official may not participate in the
181 disposition or decision of:

182

183 (a) Any matter in which, to the knowledge
184 of the official, the official or a
185 qualified relative of the official has
186 an interest; or

187

188 (b) Any matter in which any of the
189 following is a party:

190

191 i) A business entity in which the
192 official has a direct financial
193 interest of which the official may
194 reasonably be expected to know;

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- 196 ii) A business entity for which the
197 official or a qualified relative
198 of the official is an officer,
199 director, trustee, partner, or
200 employee;
201
- 202 iii) A business entity for which the
203 official or, to the knowledge of
204 the official, a qualified relative
205 of the official is negotiating or
206 has any arrangement concerning
207 prospective employment;
208
- 209 iv) A business entity that is a party
210 to an existing contract with the
211 school official or which, to the
212 knowledge of the official, a
213 qualified relative of the official,
214 if the contract reasonably could be
215 expected to result in a conflict
216 between the private interests of
217 the official and the school system
218 or Board duties of the official;
219
- 220 v) An entity, doing business with the
221 Board or school system, in which a
222 direct financial interest is owned
223 by another entity in which the

224 official has a direct financial
225 interest, if the official may
226 reasonably be expected to know of
227 both direct financial interests;
228 or

229
230 vi) A business entity that;

231
232 A) The official knows is a
233 creditor or obligee of the
234 official or a qualified
235 relative of the official with
236 respect to anything of
237 economic value; and

238
239 B) As a creditor or obligee, is
240 in a position to directly and
241 substantially affect the
242 interest of the official or
243 qualified relative of the
244 official.

245
246 (2) An official who is disqualified from
247 participating under paragraph (1) of this
248 subsection shall disclose the nature and
249 circumstances of the conflict and may
250 participate or act if:

251

252 (a) The disqualification leaves the Board
253 with less than a quorum capable of
254 acting;

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256 (b) The disqualified official is required
257 by law to act;

258
259 (c) The disqualified official is the only
260 person authorized to act; or

261
262 (3) The prohibitions of paragraph (1) of this
263 subsection do not apply if participation is
264 allowed by opinion of the Panel.

265
266 b) Employment and financial interests

267
268 (1) Except as permitted by school system
269 regulation when the interest is disclosed or
270 when the employment does not create a
271 conflict of interest or appearance of a
272 conflict, an official may not:

273
274 (a) Be employed by or have a financial
275 interest in an entity that is:

276
277 i) Subject to the authority of the
278 school system or Board; or

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280 ii) Negotiating or has a contract with
281 the school system or Board
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283 (b) Hold any other employment relationship
284 that would impair the impartiality or
285 independence of judgment of the
286 official, affect their usefulness as
287 employees in the school system, make
288 time and/or energy demands that could
289 interfere with their effectiveness in
290 performing their regularly assigned
291 duties, adversely affect their
292 employment status, or would in any way
293 conflict with assigned duties.
294

295 (2) This prohibition does not apply to:

296
297 (a) An official whose duties are
298 ministerial, if the private employment
299 or financial interest does not create a
300 conflict of interest or the appearance
301 of a conflict of interest, as permitted
302 by school system regulations; or
303

304 (b) Subject to other provisions of
305 regulation and law, a member of the
306 Board in regard to a financial interest
307 or employment held at the time of the

308 oath of office, if the financial
309 interest or employment was disclosed on
310 the financial disclosure statement
311 filed with the certificate of candidacy
312 to be a candidate to be a member of the
313 Board.

314
315 (c) Employment or financial interests
316 allowed by opinion of the Panel if the
317 employment does not create a conflict
318 of interest or the appearance of a
319 conflict of interest or the financial
320 interest is disclosed.

321
322 c) Post-employment

323
324 A former official may not assist or represent any
325 other party other than the Board or school system
326 for compensation in a case, contract, or other
327 specific matter involving the Board or the school
328 system if the matter is one in which the former
329 official significantly participated as an
330 official.

331
332 d) Contingent compensation

333

334 An official may not assist or represent a party
335 for contingent compensation in any matter before
336 or involving the Board or the school system.

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338 e) Prestige of office

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340 An official may not intentionally use the
341 prestige of their office or public position for
342 the private gain of that official or the private
343 gain of another. The performance of usual and
344 customary constituent services by a member of the
345 Board without additional compensation does not
346 constitute the use of prestige of office or
347 public position.

348

349 f) Gifts

350

351 (1) An official may not solicit any gift.

352

353 (2) An official may not directly solicit or
354 facilitate the solicitation of a gift, on
355 behalf of another person, from an individual
356 lobbyist.

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358 (3) An official may not knowingly accept a gift,
359 directly or indirectly, from a person that
360 the official knows or has reason to know:

361

- 362 (a) Is doing business with or seeking to do
363 business with the school system or
364 Board;
365
- 366 (b) Is subject to the authority of the
367 school system;
368
- 369 (c) Is a lobbyist with respect to matter
370 within the jurisdiction of the
371 official; or
372
- 373 (d) Has financial interests that may be
374 substantially and materially affected,
375 in a manner distinguishable from the
376 public generally, by the performance or
377 nonperformance of the school system
378 duties of the official.
379
- 380 (4) Notwithstanding paragraph (f)(3) of this
381 subsection, an official may accept:
382
- 383 (a) Meals and beverages consumed in the
384 presence of the donor or sponsoring
385 entity;
386
- 387 (b) Ceremonial gifts or awards that have
388 insignificant monetary value;
389

- 390 (c) An unsolicited gift that does not
391 exceed \$25 in value, or an unsolicited
392 series of gifts not exceeding \$100 in
393 value in a calendar year, or trivial
394 items of informational value;
395
- 396 (d) Reasonable expenses for food, travel,
397 lodging, and scheduled entertainment of
398 the official at a meeting which is
399 given in return for the participation
400 of the official in a panel or speaking
401 engagement at the meeting;
402
- 403 (e) Gifts of tickets or free admission
404 extended to members of the Board to
405 attend a charitable, cultural, or
406 political event, if the purpose of the
407 gift or admission is a courtesy or
408 ceremony extended to the Board;
409
- 410 (f) A specific gift or class of gifts which
411 the Panel exempts from the operation of
412 this subsection upon a written finding
413 that acceptance of the gift or class of
414 gifts would not be detrimental to the
415 impartial conduct of the business of
416 the school system or Board and that the

417 gift is purely personal and private in
418 nature;

419
420 (g) Gifts from a person related by blood or
421 marriage, or any other individual who
422 is a member of the household of the
423 official; or

424
425 (h) An honorarium for speaking to or
426 participating in a meeting, provided
427 that the officering of the honorarium
428 is in no way related to the school
429 system or Board position of the
430 official.

431 (5) Paragraph (f) (4) (a) above does not apply to
432 gift:

433
434 (a) That would tend to impair the
435 impartiality and independence of
436 judgment of the official receiving the
437 gift;

438
439 (b) Of significant value that would give
440 the appearance of impairing the
441 impartiality and independent judgment
442 of the official; or

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444 (c) Of significant value that the recipient
445 official believes or has reason to
446 believe is designed to impair the
447 impartiality and independent judgment
448 of the official.

449
450 g) Disclosure of confidential information

451
452 Other than in the discharge of official duties,
453 an official may not disclose or use confidential
454 information that the official acquired by reason
455 of the official's public position and that is not
456 available to the public for their own economic
457 benefit or that of another person.

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459 h) Procurement

460
461 (1) An individual or person that employs an
462 individual who assists the school system or
463 Board in the drafting of specifications, an
464 invitation for bids, or a request for
465 proposals for a procurement may not submit a
466 bid or proposal for that procurement or
467 assist or represent another person, directly
468 or indirectly, who is submitting a bid or
469 proposal for the procurement.

470

471 (2) The Panel may establish exemptions from the
472 requirements of this section for providing
473 descriptive literature, sole source
474 procurements, and written comments solicited
475 by the procurement office.

476
477 a) ~~Board of Education members, school officials, and~~
478 ~~employees may not participate in a recommendation~~
479 ~~or decision on behalf of the school system in any~~
480 ~~matter which would, to their knowledge, have a~~
481 ~~direct financial impact on them, their spouse, or~~
482 ~~dependent child, as distinguished from the public~~
483 ~~generally, including matters where the official~~
484 ~~or employee:~~

485
486 ~~(1) Holds or acquires a financial interest in a~~
487 ~~business entity subject to the authority of the~~
488 ~~school system or one that has or is negotiating a~~
489 ~~contract of \$1,000 or more with the school system~~

490
491 ~~(2) Is employed by a business entity subject to the~~
492 ~~authority of the school system or one that has or~~
493 ~~is negotiating a contract of \$1,000 or more with~~
494 ~~the school system~~

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496 ~~b) Except as otherwise permitted in this~~
497 ~~policy, Board of Education members, school~~
498 ~~officials, and employees may not:~~

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~~(1) Engage in any employment that would affect their usefulness as employees in the system, would make time and/or energy demands upon the individuals that could interfere with their effectiveness in performing their regular assigned duties, would compromise or embarrass the school system, would adversely affect their employment status or professional standing, or would in any way conflict with assigned duties~~

~~(2) Represent any party for a contingent fee before the school system~~

~~(3) Act as a compensated representative of another, within one year following termination of school system service, in connection with any specific matter in which they participated substantially as a school official or employee~~

~~(4) Solicit any gift or accept any gift exceeding \$25 in value or series of gifts exceeding \$100 in value in a calendar year, from any person subject to the authority of the school system or who has or is negotiating a contract with the school~~

527 ~~system, except as provided below or where~~
528 ~~such gifts would not present a conflict of~~
529 ~~interest as determined by the Ethics Panel~~

530
531 ~~Unless a gift of any of the following would~~
532 ~~tend to impair the impartiality and the~~
533 ~~independence of judgment of the school~~
534 ~~official or employee receiving it, or would~~
535 ~~give the appearance of doing so, or the~~
536 ~~recipient has reason to believe that it is~~
537 ~~intended to do so, this section does not~~
538 ~~apply to:~~

- 539
540 ~~(a) Meals and beverages~~
- 541
542 ~~(b) Ceremonial gifts or awards of~~
543 ~~insignificant monetary value~~
- 544
545 ~~(c) Unsolicited gifts of nominal value~~
- 546
547 ~~(d) Trivial items of informational or~~
548 ~~advertising value only~~
- 549
550 ~~(e) Reasonable expenses for food, travel,~~
551 ~~lodging, and scheduled entertainment~~
552 ~~given in return for participating on a~~
553 ~~panel or for speaking at a meeting~~

554

555 ~~(f) Tickets or free admission to attend an~~
556 ~~interscholastic or intercollegiate~~
557 ~~sporting event or charitable, cultural,~~
558 ~~or political event, if the gift is a~~
559 ~~courtesy extended to the office~~

560
561 ~~(5) Intentionally use the prestige of their~~
562 ~~office for their own economic benefit or~~
563 ~~that of another~~

564
565 ~~The performance of usual and customary~~
566 ~~constituent services without additional~~
567 ~~compensation does not constitute the use of~~
568 ~~prestige of office.~~

569
570 ~~(6) Disclose or use confidential information~~
571 ~~acquired in their official school system~~
572 ~~position for their own economic benefit or~~
573 ~~that of another person~~

574
575 ~~e) If a disqualification under this section~~
576 ~~leaves the Board of Education with less than~~
577 ~~a quorum capable of acting, or if the~~
578 ~~disqualified official is required by law to~~
579 ~~act or is the only person authorized to act,~~
580 ~~the disqualified person shall disclose the~~
581 ~~nature and circumstances of the conflict in~~

582 ~~writing to the Board of Education and may~~
583 ~~then participate or act.~~

584

585 3. Financial disclosure

586

587 a) The following persons shall file public financial
588 disclosure statements **with the Panel on a form**
589 **approved by the Board, under oath or affirmation,**
590 as provided in this section:

591

592 (1) Board ~~of Education~~ members

593

594 (2) Candidates for election to the Board ~~of~~
595 ~~Education~~

596

597 (3) Superintendent of schools, deputy
598 superintendent **of schools,** associate
599 superintendents, and the staff director in
600 the Board ~~of Education~~

601

602 b) Any school official or employee who has
603 responsibility for preparing, approving, or
604 auditing, or who has the authority to commit the
605 school system to rent, purchase, or lease, any of
606 the following items with an aggregate value of
607 \$100,000 in any fiscal year shall file a
608 confidential financial disclosure statement as
609 provided in this section:

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(1) Personal service contracts

(2) Specifications for materials, supplies, or equipment; or

(3) Requests for proposals or bids

~~e) All persons specified in Sections 3.a) and 3.b) shall file an annual financial disclosure statement by April 30 for the preceding calendar year on a form approved by the Montgomery County Board of Education.~~

c) Deadlines for filing statements.

(1) The incumbent officials identified in sections 3.a)(1) and (3) and in section 3.(b) shall file a financial disclosure statement annually no later than April 30 of each year for the preceding calendar year.

~~(1) Those officials specified in Sections 3.a)(1) and 3.a)(3) shall file financial disclosure statements with the Montgomery County Board of Education Ethics Panel, and those statements shall be public, subject to restrictions stated below. Those officials~~

638 ~~and employees specified in Section 3.b)~~
639 ~~above shall file confidential financial~~
640 ~~disclosure statements with the Montgomery~~
641 ~~County Board of Education Ethics Panel. The~~
642 ~~Panel shall review the statements for~~
643 ~~completeness of form and for determination~~
644 ~~of any existing or potential conflict of~~
645 ~~interest. These statements shall be retained~~
646 ~~for a period of four years and then~~
647 ~~destroyed.~~

648
649 (2) An official who is appointed to fill a
650 vacancy in an office for which a financial
651 disclosure statement is required and who has
652 not already filed a financial disclosure
653 statement shall file a statement for the
654 preceding calendar year within 30 days after
655 appointment.

656
657 (3) An individual who, other than by reason of
658 death, leaves an office for which a
659 statement is required shall file a statement
660 within 60 days after leaving the office.
661 The statement shall cover:

662
663 (a) The calendar year immediately preceding
664 the year in which the individual left
665 office, unless a statement covering

666 that year has already been filed by the
667 individual; and

668
669 (b) The portion of the current calendar
670 year during which the individual held
671 the office.

672
673 d) Candidates to be members of the Board.

674
675 (1) Except for an official who has filed a
676 financial disclosure statement under
677 another provision of this section for
678 the reporting period, a candidate to be
679 a member of the Board shall file a
680 financial disclosure statement each
681 year beginning with the year in which
682 the certificate of candidacy is filed
683 through the year of the election.

684
685 (2) A candidate to be a member of the Board
686 shall file a statement required under
687 this section:

688
689 (a) In the year the certificate of
690 candidacy is filed, no later than
691 the filing of the certificate of
692 candidacy;

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694 (b) In the year of the election, on or
695 before the earlier of April 30 or
696 the last day for the withdrawal of
697 candidacy; and

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699 (c) In all other years for which a
700 statement is required, on or
701 before April 30.

702
703 (3) A candidate to be a member of the
704 Board:

705
706 (a) May file the statement required
707 under §3(d)(2)(a) of this policy
708 with the Board of Election
709 Supervisors with the certificate
710 of candidacy or with the Panel
711 prior to filing the certificate of
712 candidacy; and

713
714 (b) Shall file the statements required
715 under §3(d)(2)(b) and (c) of this
716 policy with the Panel.

717
718 (4) If a candidate fails to file a
719 statement required by this section
720 after written notice is provided by the
721 Board of Election Supervisors at least

722 20 days before the last day for the
723 withdrawal of candidacy, the candidate
724 is deemed to have withdrawn the
725 candidacy.

726
727 (5) The Board of Election Supervisors may
728 not accept any certificate of candidacy
729 unless a statement required under this
730 section has been filed in proper form.

731
732 (6) Within 30 days of the receipt of a
733 statement required under this section,
734 the Board of Election Supervisors shall
735 forward the statement to the Panel, or
736 the office designated by the Panel or
737 Board.

738
739 ~~(2) Those persons specified in Section 3.a)(2)~~
740 ~~shall file a financial disclosure statement~~
741 ~~for the preceding calendar year with the~~
742 ~~Board of Supervisors of Elections at the~~
743 ~~time they submit their certificate of~~
744 ~~candidacy, and these forms shall be public,~~
745 ~~subject to restrictions stated below. Upon a~~
746 ~~candidate's election to the Board of~~
747 ~~Education, the Board of Supervisors of~~
748 ~~Elections shall transmit the financial~~
749 ~~disclosure form to the Ethics Panel.~~

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~~d) All statements filed by persons specified in Section 3.a) shall be made available during normal office hours for examination and copying by the public, subject to whatever reasonable fees and administrative procedures are established. Any persons examining or copying such statements shall be required to record their name, home address, and the name of the person whose disclosure statement was examined or copied.~~

e) Public Record

(1) The Panel shall maintain all financial disclosure statements filed under this section.

(2) Except for the financial disclosure statements filed by the persons identified in section C.3 b) which shall be confidential, the Panel shall make financial disclosure statements available during normal office hours, for examination and copying by the public subject to reasonable fees and administrative procedures established by the Board.

778
779 (3) If an individual examines or copies a
780 financial disclosure statement, the
781 Panel shall record:

782
783 (a) The name and home address of the
784 individual reviewing or copying
785 the statement; and

786
787 (b) The name of the person whose
788 financial disclosure statement was
789 examined or copied.

790
791 (4) Upon request by the individual whose
792 financial disclosure statement was
793 examined or copied, the Panel shall
794 provide the individual with a copy of
795 the name and home address of the person
796 who reviewed the individual's financial
797 disclosure statement.

798
799 f) Retention requirements. The Panel shall
800 retain financial disclosure statements for
801 four years from the date of receipt.

802
803 ge) All statements filed pursuant to this
804 section shall disclose the following
805 interests:

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(1) Interests in Real Property.

(a) A statement filed under this section shall include a schedule of all interests in real property wherever located.

(b) For each interest in real property, the schedule shall include:

i) The nature of the property and the location by street address, mailing address, or legal description of the property;

ii) The nature and extent of the interest held, including any conditions and encumbrances on the interest;

iii) The date when, the manner in which, and the identity of the person from whom the interest was acquired;

833 iv) The nature and amount of the
834 consideration given in
835 exchange for the interest or,
836 if acquired other than by
837 purchase, the fair market
838 value of the interest at the
839 time acquired;

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841 v) If any interest was
842 transferred, in whole or in
843 part, at any time during the
844 reporting period, a
845 description of the interest
846 transferred, the nature and
847 amount of the consideration
848 received for the interest,
849 and the identity of the
850 person to whom the interest
851 was transferred; and

852
853 vi) The identity of any other
854 person with an interest in
855 the property.

856
857 (2) Interests in corporations and
858 partnerships.

859

860 (a) A statement filed under this
861 section shall include a schedule
862 of all interests in any
863 corporation, partnership, limited
864 liability partnership, or limited
865 liability corporation, regardless
866 of whether the corporation or
867 partnership does business with the
868 school system or Board.

869
870 (b) For each interest reported under
871 this paragraph, the schedule shall
872 include:

873
874 i) The name and address of the
875 principal office of the
876 corporation, partnership,
877 limited liability
878 partnership, or limited
879 liability corporation;

880
881 ii) The nature and amount of the
882 interest held, including any
883 conditions and encumbrances
884 on the interest;

885
886 iii) With respect to any interest
887 transferred, in whole in in

888 part, at any time during the
889 reporting period, a
890 description of the interest
891 transferred, the nature and
892 amount of the consideration
893 received for the interest,
894 and if known, the identity of
895 the person to whom the
896 interest was transferred; and
897

898 vi) With respect to any interest
899 acquired during the reporting
900 period:
901

902 A) The date when, the
903 manner in which, and the
904 identity of the person
905 from whom the interest
906 was acquired; and
907

908 B) The nature and the
909 amount of the
910 consideration given in
911 exchange for the
912 interest or, if acquired
913 other than by purchase,
914 the fair market value of

915 the interest at the time
916 required.

917
918 v) An individual may satisfy the
919 requirement to report the
920 amount of the interest held
921 under item (b)(ii) of this
922 paragraph by reporting,
923 instead of a dollar amount:

924
925 vi) For an equity interest in a
926 corporation, the number of
927 shares held and, unless the
928 corporation's stock is
929 publicly traded, the
930 percentage of equity interest
931 held; or

932
933 vii) For an equity interest in a
934 partnership, the percentage
935 of equity interest held.

936
937 (3) Interests in business entities doing
938 business with the school system or
939 Board.

940
941 (a) A statement filed under this
942 section shall include a schedule

943 of all interests in any business
944 entity that does business with the
945 school system or Board, other than
946 interests reported under paragraph
947 (2) of this subsection.

948
949 (b) For each interest reported under
950 this paragraph, the schedule shall
951 include:

952
953 i) The name and address of the
954 principal office of the
955 business entity;

956
957 ii) The nature and amount of the
958 interest held, including any
959 conditions to and
960 encumbrances on the interest;

961
962 iii) With respect to any interest
963 transferred, in whole or in
964 part, at any time during the
965 reporting period, a
966 description of the interest
967 transferred, the nature and
968 amount of the consideration
969 received in exchange for the
970 interest, and, if known, the

971 identity of the person to
972 whom the interest was
973 transferred; and
974

975 iv) With respect to any interest
976 acquired during the reporting
977 period:
978

979 A) The date when, the
980 manner in which, and the
981 identity of the person
982 from whom the interest
983 was acquired; and
984

985 B) The nature and the
986 amount of the
987 consideration given in
988 exchange for the
989 interest or, if acquired
990 other than by purchase,
991 the fair market value of
992 the interest at the time
993 acquired.

994 (4) Gifts.

995
996 (a) A statement filed under this
997 section shall include a schedule
998 of each gift in excess of \$25 in

999 value, or a series of gifts
1000 totaling \$100 or more, received
1001 during the calendar year from or
1002 on behalf of, directly or
1003 indirectly, any one person who
1004 does business with the school
1005 system or Board.

1006
1007 b) For each gift reported the
1008 schedule shall include:

1009
1010 i) A description of the nature
1011 and value of the gift; and

1012
1013 ii) The identity of the person
1014 from whom, or on behalf of
1015 whom, directly or indirectly,
1016 the gift was received.

1017
1018 (5) Employment with or interests in entities doing
1019 business with the school system or Board.

1020
1021 a) A statement filed under this section shall
1022 include a schedule of all offices,
1023 directorships, and salaried employment by
1024 the individual or member of the immediate
1025 family of the individual held at any time
1026 during the reporting period with entities

1027 doing business with the school system or
1028 Board.

1029
1030 b) For each position reported under this
1031 paragraph, the schedule shall include:

1032
1033 i) The name and address of the
1034 principal office of the business
1035 entity;

1036
1037 ii) The title and nature of the
1038 office, directorship, or salaried
1039 employment held and the date it
1040 commenced; and

1041
1042 iii) The name of each school system or
1043 Board unit with which the entity
1044 is involved as indicated by
1045 identifying one or more of the
1046 three categories of "doing
1047 business", as specified in the
1048 Definitions section of this
1049 policy.

1050
1051 (6) Indebtedness to entities doing business with the
1052 school system or Board.

1053

1054 A statement filed under this section shall
1055 include a schedule of all liabilities, excluding
1056 retail credit accounts, to persons doing business
1057 with the school system or Board owed at any time
1058 during the reporting period;

1059
1060 (a) By the individual; or

1061
1062 (b) By a member of the immediate family of the
1063 individual if the individual was involved in
1064 the transaction giving rise to the
1065 liability.

1066
1067 i) For each liability reported under this
1068 paragraph, the schedule shall include:

1069
1070 A) The identity of the person to whom
1071 the liability was owed and the
1072 date the liability was incurred;

1073
1074 B) The amount of the liability owed
1075 as of the end of the reporting
1076 period;

1077
1078 C) The terms of payment of the
1079 liability and the extent to which
1080 the principal amount of the

1081 liability was increased or reduced
1082 during the year; and

1083
1084 D) The security given, if any, for
1085 the liability.

1086
1087 (7) Employment with the school system or Board. A
1088 statement filed under this section shall include
1089 a schedule of the immediate family members of the
1090 individual employed by the school system or Board
1091 in any capacity at any time during the reporting
1092 period.

1093
1094 (8) Sources of earned income.

1095
1096 (a) A statement filed under this section shall
1097 include a schedule of the name and address
1098 of each place of employment and of each
1099 business entity of which the individual or a
1100 member of the individual's immediate family
1101 was a sole or partial owner and from which
1102 the individual or member of the individual's
1103 immediate family received earned income at
1104 any time during the reporting period.

1105
1106 (b) A minor child's employment or business
1107 ownership need not be disclosed if the Board
1108 or school system does not regulate, exercise

1109 authority over, or contract with the place
1110 of employment or business entity of the
1111 minor child.

1112
1113 (9) A statement filed under this section may also
1114 include a schedule of additional interests or
1115 information that the individual making the
1116 statement wishes to disclose.

1117
1118 For the purposes of 3 f) (1), (2), and (3) of this
1119 policy, the following interests are considered to
1120 be the interests of the individual making the
1121 statement:

1122
1123 (a) An interest held by a member of the
1124 individual's immediate family, if the
1125 interest was, at any time during the
1126 reporting period, directly or indirectly
1127 controlled by the individual.

1128
1129 (b) An interest held by a business entity in
1130 which the individual held a 30% or greater
1131 interest at any time during the reporting
1132 period.

1133
1134 (c) An interest held by a trust or an
1135 estate in which, at any time during the
1136 reporting periods;

1137
1138 i) The individual held a reversionary
1139 interest or was a beneficiary; or
1140

1141 ii) If a revocable trust, the
1142 individual was a settlor.
1143

1144 (10) The Panel shall review the financial disclosure
1145 statements submitted under this section for
1146 compliance with the provisions of this section
1147 and shall notify an individual submitting the
1148 statement of any omissions or deficiencies.
1149 Evidence of noncompliance shall be pursued by the
1150 Panel.
1151

1152 (11) In addition to the financial disclosure
1153 provisions set forth in this section, the persons
1154 specified in section 3.a) shall file a statement
1155 with the Panel disclosing any interests that
1156 raise conflicts of interest or potential
1157 conflicts of interest in connection with a
1158 specific proposed action by such person,
1159 sufficiently in advance of any anticipated action
1160 to allow adequate disclosure to the public.
1161

1162 ~~(1) Interests in real property located in~~
1163 ~~Montgomery County, including:~~
1164

1165 ~~(a) The nature of the property and its~~
1166 ~~location by street or mailing address~~
1167 ~~or legal description~~

1168
1169 ~~(b) The nature and extent of the interest~~
1170 ~~held, including conditions or~~
1171 ~~encumbrances~~

1172
1173 ~~(c) For interest acquired or transferred in~~
1174 ~~the year for which the filing is made,~~
1175 ~~the nature and amount of consideration~~
1176 ~~or the fair market value of the~~
1177 ~~interest at the time acquired or~~
1178 ~~transferred~~

1179
1180 ~~(d) The identity of any other person with~~
1181 ~~an interest in the property~~

1182
1183 ~~(2) Financial interest in a business entity with~~
1184 ~~which the school system has been known to or~~
1185 ~~is likely to do business, including:~~

1186
1187 ~~(a) The name and address of its principal~~
1188 ~~office~~

1189
1190 ~~(b) The nature and extent of the interest~~
1191 ~~held either in terms of number of~~

1192 ~~shares or percent of equity interest,~~
1193 ~~including conditions or encumbrances~~

1194
1195 ~~(c) For interests acquired or transferred~~
1196 ~~in the year for which the filing is~~
1197 ~~made, the nature and amount of~~
1198 ~~consideration or the fair market value~~
1199 ~~of the interest at the time acquired or~~
1200 ~~transferred and, if known, the person~~
1201 ~~from or to whom the property was~~
1202 ~~acquired or transferred~~

1203
1204 ~~(d) The identity of any other person who~~
1205 ~~may share the interest~~

1206
1207 ~~(3) Any gift exceeding \$25 in value or series of~~
1208 ~~gifts exceeding \$100 in value from any~~
1209 ~~person received during the calendar year, or~~
1210 ~~by any other person at the direction of the~~
1211 ~~person making the statement, from or on~~
1212 ~~behalf of any person doing business with the~~
1213 ~~school system, including the nature and~~
1214 ~~value of the gift and the identity of the~~
1215 ~~person from whom, or on behalf of whom, the~~
1216 ~~gift was received~~

1217
1218 ~~(4) Employment by any entity doing business with~~
1219 ~~the school system, including offices,~~

1220 ~~directorships, or salaried employment held~~
1221 ~~by the person making the statement or~~
1222 ~~his/her spouse or dependent child during the~~
1223 ~~calendar year, including:~~

1224
1225 ~~(a) The name and address of the principal~~
1226 ~~office of the business entity~~

1227
1228 ~~(b) Title and nature of the office,~~
1229 ~~directorship, or salaried employment~~
1230 ~~and its beginning date~~

1231
1232 ~~(c) If known, the unit or units in the~~
1233 ~~school system with which the entity has~~
1234 ~~done or is doing business~~

1235
1236 ~~(d) The nature of "doing business" as~~
1237 ~~specified in the Definitions section of~~
1238 ~~this policy~~

1239
1240 ~~(5) Amounts in excess of \$250 owed by the~~
1241 ~~persons filing the statement, their~~
1242 ~~spouse, or dependent child during the~~
1243 ~~calendar year, other than retail credit~~
1244 ~~accounts, to persons doing business~~
1245 ~~with the school system, including:~~

1246

- 1247 ~~(a) The identity of the person owed and the~~
1248 ~~date the liability was incurred~~
1249
- 1250 ~~(b) The amount owed at the end of the~~
1251 ~~calendar year~~
1252
- 1253 ~~(c) The terms of payment and the extent to~~
1254 ~~which the principal amount of the~~
1255 ~~liability was increased or decreased~~
1256 ~~during the year~~
1257
- 1258 ~~(d) Any security pledged for the liability~~
1259
- 1260 ~~(6) Names of spouse or dependent children~~
1261 ~~employed by the school system~~
1262
- 1263 ~~(7) Any other interests or information the~~
1264 ~~person making the statement finds~~
1265 ~~appropriate to disclose in light of the~~
1266 ~~purposes of this policy~~
1267
- 1268 ~~f) If any financial disclosure statement does not~~
1269 ~~appear to comply with the provisions of this~~
1270 ~~policy, the person filing the statement will be~~
1271 ~~notified of any apparent omission or discrepancy,~~
1272 ~~and evidence of noncompliance with this policy~~
1273 ~~shall be pursued by the Ethics Panel.~~
1274

1275 ~~g) In addition to the financial disclosure provision~~
1276 ~~set forth in this section, persons specified in~~
1277 ~~Section 3.a) shall file a statement with the~~
1278 ~~Ethics Panel disclosing any interest or~~
1279 ~~employment, the holding of which would require~~
1280 ~~disqualification from participation pursuant to~~
1281 ~~2.a) of this policy, sufficiently in advance of~~
1282 ~~any anticipated action to allow adequate~~
1283 ~~disclosure to the public.~~

1284

1285 4. Lobbying Disclosure

1286

1287 a) Any person representing him/herself, a business
1288 entity, or an organization who personally appears
1289 before the Board of Education, a school official,
1290 or employee with the intent to influence that
1291 body or individual in the performance of official
1292 duties, and who in connection with such intent
1293 expends or reasonably expects to expend in excess
1294 of \$100 in any calendar year on food,
1295 entertainment, or other gift or series of gifts
1296 for any member of the Board or a school official
1297 shall register with the Ethics Panel within 5
1298 days after first making the appearance.

1299

1300 b) Any person representing him/herself, a business
1301 entity, or an organization, who communicates with
1302 one or more members of the Board of Education or

1303 school employees, or who solicits others to
1304 communicate with a school official or employee
1305 with the intent to influence that official or
1306 employee in the outcome of any official actions,
1307 and who incurs expenses of more than \$300 for
1308 this purpose in any calendar year, shall register
1309 with the Ethics Panel within 5 days after
1310 expending these funds.

1311
1312 c) The registration statement shall identify the
1313 name and address of the lobbyist and any person
1314 on whose behalf he/she acts, and the subject
1315 matter which the registrant appeared before the
1316 Board or school official. **The registration
1317 statement shall cover lobbying activities
1318 undertaken during the calendar year.**

1319
1320 d) Registrants under this section shall file a
1321 report within 30 days after the end of any
1322 calendar year disclosing the value, date, and
1323 nature of any food, entertainment, or other gift
1324 provided to a ~~Board member or~~ school official.

1325
1326 Where the value of a gift exceeds \$25 in value or
1327 series of gifts exceeds \$100 in value in the
1328 calendar year, the registrant shall disclose the
1329 name of the ~~Board member,~~ school official, ~~or~~
1330 ~~employee~~ to whom it was made.

- 1331
- 1332 e) Registrations and reports filed pursuant to this
- 1333 section shall be maintained by the Ethics Panel
- 1334 as public records, available for inspection and
- 1335 copying subject to the conditions specified in
- 1336 Section 3.d) of this policy.
- 1337
- 1338 f) The provisions of this section do not apply to
- 1339 the following acts:
- 1340
- 1341 (1) Professional services in advising and
- 1342 rendering opinions to clients as to the
- 1343 construction and effect of proposed or
- 1344 pending Board actions when these services do
- 1345 not otherwise constitute lobbying;
- 1346
- 1347 (2) Appearances before the Board upon its
- 1348 specific invitation or request if the person
- 1349 or entity engages in no further or other
- 1350 activities in connection with the passage or
- 1351 defeat of Board actions;
- 1352
- 1353 (3) Appearances before an organizational unit of
- 1354 the school system upon the specific
- 1355 invitation or request of the unit if the
- 1356 person or entity engages in no further or
- 1357 other activities in connection with the

1358 passage or defeat of school system or Board
1359 action;

1360
1361 (4) Appearance as part of the official duties of
1362 a duly elected or appointed official or
1363 employee of the State or a political
1364 subdivision of the State, or of the United
1365 States, and not on behalf of any other
1366 entity;

1367
1368 (5) Actions of a publisher or working member of
1369 the press, radio, or television in the
1370 ordinary course of the business of
1371 disseminating news or making editorial
1372 comment to the general public who does not
1373 engage in further or other lobbying that
1374 would directly and specifically benefit the
1375 economic, business, or professional
1376 interests of the person or entity or the
1377 employer of the person or entity;

1378
1379 (6) Appearances by an individual before the
1380 Board at the specific invitation or request
1381 of a registered lobbyist if the person
1382 performs no other lobbying act and notifies
1383 the Board that the person or entity is
1384 testifying at the request of the lobbyist;

1385

1386 (7) Appearances by an individual before the
1387 Board or an organizational unit of the
1388 school system at the specific invitation or
1389 request of a registered lobbyist if the
1390 person or entity performs no other lobbying
1391 act and notifies the unit that the person or
1392 entity is testifying at the request of the
1393 lobbyist;

1394
1395 (8) The representation of a bona fide religious
1396 organization solely for the purpose of
1397 protecting the right of its own members to
1398 practice the doctrine of the organization;
1399 and

1400
1401 (9) Appearance as part of the official duties of
1402 an officer, director, member, or employee of
1403 an association engaged exclusively in
1404 lobbying for counties and municipalities and
1405 not on behalf of any other entity.

1406
1407 ~~(1) Appearances before the Board of Education or~~
1408 ~~any school official by specific invitation~~
1409 ~~or request, if the person engages in no~~
1410 ~~further or other activities in connection~~
1411 ~~with the passage or defeat of Board policies~~
1412 ~~related to the matter on which the~~
1413 ~~appearance is made~~

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~~(2) Appearances before the Board of Education or any school official as part of the official duties of a duly elected or appointed official or employee of the Board of Education, the state, a political subdivision of the state, or of the United States, and not on behalf of any other entity~~

~~(3) Actions of a publisher or working member of the news media in the ordinary course of disseminating news or making editorial comment to the general public, but who does not engage in further or other lobbying that would directly and specifically benefit the economic, business, or professional interests of that person or that person's employer~~

~~(4) Appearances before the Board of Education or any school official at the specific invitation or request of a registrant, provided no other act is undertaken for which reporting is required, and provided the witness identifies him/herself as testifying at the request of another person~~

1442 ~~(5) Representation of a bona fide religious~~
1443 ~~organization solely for the purpose of~~
1444 ~~protecting the right of its members to~~
1445 ~~practice the doctrine of the organization~~

1446

1447 5. Exemptions and Modifications

1448

1449 **The Ethics Panel may grant exemptions and**
1450 **modifications to the provisions of sections C.2 and**
1451 **C.3 of this policy to employees (and not members of**
1452 **the Board) when the Panel determines that application**
1453 **of those provisions is not required to preserve the**
1454 **purposes of this chapter and would:**

1455

1456 **a) Constitute an unreasonable invasion of privacy;**
1457 **and**

1458

1459 **b) Significantly reduce the availability of**
1460 **qualified persons for public service.**

1461

1462 **c) Not be required to preserve the purposes of this**
1463 **policy.**

1464

1465 ~~Exemptions or modifications to the provisions of this~~
1466 ~~policy may be permitted by the Ethics Panel if it~~
1467 ~~determines that application of those provisions would:~~

1468

1469 ~~a) Constitute an unreasonable invasion of privacy~~

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~~b) Significantly reduce the availability of
qualified persons for public service~~

~~c) Not be required to preserve the purposes of this
policy~~

6. Ethics Panel

a) There is a Montgomery County Board of Education
Ethics Panel which consists of five members
appointed by the Board ~~of Education.~~

b) Terms of members shall be for three years and
established so that one member's term expires
each year.

c) Panel members shall not be incumbent members of
the Board, school officials or employees, persons
employed by a business entity subject to the
authority of the Board, or spouses of such
persons.

d) **The Panel shall elect a chairman from among its
members.**

(1) The term of the chairman is one year.

(2) The chairman may be reelected.

- 1499
1500 **e)** The Panel shall be assisted in carrying out the
1501 responsibilities specified in this policy by the
1502 ethics officer and the ~~Office of the~~ Board of
1503 ~~Education~~ which, in consultation with the
1504 superintendent **of schools**, shall see that needed
1505 legal, technical, and clerical assistance is
1506 provided to the ~~P~~panel.
- 1507
- 1508 **fe)** The Board of ~~Education~~ encourages all persons
1509 affected by this policy to seek the advice of the
1510 Ethics Panel as to any potential conflict of
1511 interest or other matter within the scope of this
1512 policy.
- 1513
- 1514 **(g)** **The Panel is the advisory body responsible for**
1515 **interpreting this policy and advising persons**
1516 **subject to this policy regarding its application.**
- 1517
- 1518 **(h)** **The Panel shall implement a public information**
1519 **and education program regarding the purpose and**
1520 **implementation of this policy.**
- 1521
- 1522 **(i)** **The Panel shall be the custodian of all forms**
1523 **submitted by an person under this policy and**
1524 **shall provide public access to such forms in**
1525 **accordance with this policy.**
- 1526

- 1527 (j) Request for advisory opinion
1528
1529 (1) Any official, employee or other person
1530 subject to this chapter may request an
1531 advisory opinion from the Panel concerning
1532 the application of this policy.
1533
1534 (2) The Panel shall respond promptly to a
1535 request for an advisory opinion and shall
1536 provide interpretations of this policy
1537 within 60 days of the request based on the
1538 facts provided or reasonably available to
1539 the Panel.
1540
1541 (3) In accordance with applicable state laws
1542 regarding public records, the Panel shall
1543 publish or otherwise make available to the
1544 public copies of the advisory opinions with
1545 the identities of the subjects deleted.
1546
1547 (k) Filing a complaint
1548 (1) Any person may file a complaint with the
1549 Panel alleging a violation of any of the
1550 provisions of this policy.
1551
1552 (2) A complaint shall be in writing and under
1553 oath.
1554

1555 (3) The Panel may refer a complaint to legal
1556 counsel for the Board or other legal counsel
1557 approved by the Board for investigation and
1558 review.

1559
1560 (4) If the Panel determines that there are
1561 insufficient facts upon which to base a
1562 determination of a violation, the Panel
1563 shall dismiss the complaint.

1564
1565 (5) If there is a reasonable basis for believing
1566 a violation has occurred, the subject of the
1567 complaint shall be given an opportunity for
1568 a hearing which will be conducted by the
1569 Panel in accordance with Board Policy BLB,
1570 section B(5), which may be adapted by the
1571 Panel as warranted in a particular case.

1572
1573 i) A respondent may propose a settlement
1574 or cure to the Panel before a hearing.

1575
1576 ii) If the Panel determines that the
1577 proposed settlement or cure is
1578 consistent with the purposes of this
1579 policy, the Panel shall recommend that
1580 the Board accept the proposed
1581 settlement or cure.

1582

1583 iii) If the Board concurs with the
1584 recommendation of the Panel, the Board
1585 shall accept the proposed settlement or
1586 cure.

1587
1588 (1) The Panel's findings of a violation resulting
1589 from the hearing shall include findings of fact
1590 and conclusions of law.

1591
1592 (m) The Panel shall report its findings and
1593 recommendations for action to the Board.

1594
1595 (n) If the Board concurs with the findings of a
1596 violation and recommendations of the Panel, the
1597 Board may take enforcement action as provided in
1598 this policy.

1599
1600 (o) The Board may dismiss a complaint:

1601
1602 i) On the recommendation of the Panel; or

1603
1604 ii) If the Board disagrees with a finding
1605 of a violation by the Panel.

1606
1607 iii) After a complaint is filed and until a
1608 final determination by the Board, all
1609 actions regarding a complaint are
1610 confidential.

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(v) If a Board member is the subject of a complaint filed with the Panel, the Board member may not vote or participate in the Board's deliberations on the complaint.

~~f) The Panel shall:~~

~~(1) Interpret this policy and advise persons subject to it as to its application~~

~~(a) Any official, employee or other person subject to this policy may request an advisory opinion from the Panel concerning the application of this policy. The panel shall respond promptly to a request by any official, employee, or other person subject to the provisions of this policy for an advisory opinion concerning its application.~~

~~(b) Copies of these interpretations, with the identity of any person deleted, shall be made public in accordance with applicable federal or Maryland Laws regarding public records.~~

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~~(c) The panel shall provide interpretations of this policy based on the facts provided or reasonably available to it and, if necessary, ask the Board of Education for an addition or amendment to this policy, which shall be subject to subsequent approval by the State Ethics Commission~~

~~(2) Be responsible for hearing any complaint filed regarding an alleged violation of this policy by any person~~

~~(a) Complaints shall be made in writing and signed by the complainant and shall be referred to the ethics officer for investigation and review in consultation with legal counsel and the Ethics Panel.~~

~~(b) From the time a complaint is filed until there is a final determination by the Board, all actions regarding the complaint shall be confidential.~~

~~(c) If, after receiving an investigative report, the panel determines that~~

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~~(i) There is no violation, or insufficient facts upon which to determine a violation, it shall dismiss the complaint~~

~~(ii) There is a reasonable basis for believing a violation has occurred, it shall give the subject of the complaint a hearing~~

~~(iii) A report of the hearing shall include findings of fact and conclusions of law. If it finds a violation, the panel shall report its findings and recommendations for action to the superintendent and Board of Education.~~

~~(3) Determine any exemptions or modifications to the provisions of this policy as provided for in Section 5~~

~~(4) Approve financial disclosure and lobbying disclosure forms to implement this policy~~

1693 ~~(5) Receive, file, and provide public access to~~
1694 ~~financial disclosure and lobbying forms~~
1695 ~~which are filed with the panel~~

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1697 ~~(6) Direct the implementation of an educational~~
1698 ~~program to inform school employees and the~~
1699 ~~public about the purposes and implementation~~
1700 ~~of this policy~~

1701 7. Sanctions

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1703 a) A finding that a Board member, school official,
1704 or employee has violated these provisions shall
1705 constitute grounds for removal from office,
1706 discipline, or other personnel action consistent
1707 with provisions of the *Annotated Code of*
1708 *Maryland, Education*, or the policies of the
1709 ~~Montgomery County Board of Education.~~

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1711 b) Persons or organizations found in violation of
1712 the lobbying provisions of this policy shall be
1713 publicly identified and subject to other
1714 penalties as provided by law.

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1716 D. DESIRED OUTCOME

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1718 MCPS will maintain high standards of ethics on a regular
1719 and ongoing basis. All those subject to this policy,
1720 including administrators, teachers, and support staff will

1721 thoroughly understand and fully adhere to the highest
1722 ethical standards. Ethical principles such as honesty,
1723 integrity, responsibility, and citizenship will be in the
1724 forefront of all activities and promoted to the greatest
1725 possible extent with MCPS.

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1727 E. IMPLEMENTATION STRATEGIES

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1729 The position of ethics officer for MCPS ~~the Montgomery~~
1730 ~~County Public Schools~~ is hereby established. The ethics
1731 officer shall report directly to the Board ~~of Education~~.
1732 The ethics officer will support and facilitate the work of
1733 the Ethics Panel and provide leadership for implementing
1734 all MCPS activities concerning ethics and conflicts of
1735 interest.

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1737 F. REVIEW AND REPORTING

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1739 This policy will be reviewed ~~by~~ **in accordance with** the
1740 Board ~~of Education~~ **policy review process**.

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1744 *Policy History:* Adopted by Resolution No. 1003-83, December 13,
1745 1983; amended by Resolution Nos. 203-84, 204-84, 205-84, 206-84,
1746 207-84, March 13, 1984; reformatted in accordance with
1747 Resolution No. 333-86, June 12, 1986 and Resolution No. 458-86,
1748 August 12, 1986, and accepted by Resolution No. 550-88, October

1749 24, 1988; amended by Resolution No. 209-99, March 22, 1999;
1750 modified to reflect Resolution No. 314-03, June 10, 2003;
1751 **amended.**