

NOTICE OF INTENTION TO AMEND THE CONFLICT OF INTEREST CODE
OF THE **FAIRFIELD-SUISUN UNIFIED SCHOOL DISTRICT**

NOTICE IS HEREBY GIVEN that the **Fairfield-Suisun Unified School District**, pursuant to the authority vested in it by section 87306 of the Government Code, proposes amendment to its conflict of interest code. A comment period has been established commencing on November 1, 2025, and closing on December 15, 2025. All inquiries should be directed to the contact listed below.

The **Fairfield-Suisun Unified School District** proposes to amend its conflict of interest code to include employee positions that involve the making or participation in the making of decisions that may foreseeably have a material effect on any financial interest, as set forth in subdivision (a) of section 87302 of the Government Code. The amendment carries out the purposes of the law and no other alternative would do so and be less burdensome to affected persons.

Changes to the conflict of interest code include: positions added and removed based on Board approved new and deleted job descriptions/positions; consolidated designated positions into broader categories; classification category changes; and also other technical changes.

Information on the code amendment is available on the agency's intranet site and/or attached to this email.

Any interested person may submit written comments relating to the proposed amendment by submitting them no later than **December 15, 2025**, or at the conclusion of the public hearing, if requested, whichever comes later. At this time, no public hearing is scheduled. A person may request a hearing no later than **December 1, 2025**.

The **Fairfield-Suisun Unified School District** has determined that the proposed amendments:

1. Impose no mandate on local agencies or school districts.
2. Impose no costs or savings on any state agency.
3. Impose no costs on any local agency or school district that are required to be reimbursed under Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.
4. Will not result in any nondiscretionary costs or savings to local agencies.
5. Will not result in any costs or savings in federal funding to the state.
6. Will not have any potential cost impact on private persons, businesses or small businesses.

All inquiries concerning this proposed amendment and any communication required by this notice should be directed to:

Monika Garay
Executive Assistant, Superintendent and Governing
Board 2490 Hilborn Road, Fairfield, CA 94534
(707) 399-5009 - monikag@fsusd.org

CONFLICT OF INTEREST CODE FOR THE FAIRFIELD-SUISUN UNIFIED SCHOOL DISTRICT

The Political Reform Act (Government Code Section 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 California Code of Regulations Section 18730) that 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, the standard code 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 Appendices, designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the **Fairfield-Suisun Unified School District** (the "**District**").

Individuals holding designated positions shall file their statements of economic interests with the **District**, which will make the statements available for public inspection and reproduction. (Gov. Code Sec. 81008.) All statements will be retained by the **District**.

CONFLICT OF INTEREST CODE FOR THE FAIRFIELD-SUISUN UNIFIED SCHOOL DISTRICT

Appendix A-Designated Positions

<u>Designated Positions</u>	<u>Assigned Categories</u>
Governing Board Members	1, 2
Superintendent	1, 2
Assistant Superintendent, Educational Services	2
Assistant Superintendent, Business Services	1, 2
Assistant Superintendent, Human Resources	2
Executive Director, Communications & Community Engagement	2
Compliance Officer	2
Executive Director, Facilities and Operations	1, 2
Senior Director, Human Resources	2
Senior Director, Secondary Education	2
Senior Director, Special Education	2
Senior Director, Elementary Education	2
Senior Director (All)	2
Director, English Learners & Instructional Support	2
Director, Accounting	2
Director, Fiscal Services	2
Director of Child Nutrition	2
Director of Curriculum & Assessment	2
Director, Maintenance and Operations	2
Director, Purchasing, Warehouse, and Contract Services	2
Director, Student and Family Services	2
Director, Technology Support Services	2
Director, Transportation	2
Director (All)	3
Buyer	2
Principal	3
Administrator on Special Assignment	3
Accounts Payable, Benefits, & Payroll Analyst	3
Assistant Director Child Nutrition	3
Assistant Director Curriculum, Instruction, & Assessment	3
Assistant Director Elementary Education	3
Assistant Director English Learners & Instructional Support	3
Assistant Director, Facilities and Operations	3
Assistant Director Human Resources, Recruitment and Retention	3
Assistant Director Maintenance and Operations	3
Assistant Director Secondary Education	3
Assistant Director Special Education	3
Assistant Director Student and Family Services	3
Assistant Director Technology Support Services	3
Assistant Director (All)	3
Communications Manager/Public Information Officer	2
Coordinator Human Resources	3

Coordinator Multi-Tiered System Supports	3
Coordinator Educational Services	3
Coordinator Educational Services—Special Projects	3
Coordinator Instructional Support Services	3
<u>Coordinator (All)</u>	<u>3</u>
Assessment Operations Manager	3
Custodial Operations Manager	3
Database Specialist/Programmer	3
District Accountant	3
Facility Project Manager	1, 2
<u>Manager (All (excluding After School Program))</u>	<u>3</u>
Facilities Planner	1, 2
Itinerant Administrator	3
<u>Fiscal Analyst</u>	<u>3</u>
Child Nutrition Operations Manager	3
Maintenance Manager	3
Risk Manager	2
Safety Manager	2
Senior Software Development Engineer	3
Coordinator of Special Education	3
Network Administrator	3
Technology Support Manager	3
Transportation Coordinator	3
Assistant Principal	3
Family Resource Center Manager	3
Consultants/New Positions	*

Consultants/new positions ~~are~~ shall be included in the list of designated ~~employees~~ positions and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The Superintendent may determine in writing that a particular consultant or new position, 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 fully with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's or new position'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 ~~C~~onflict of ~~I~~nterest ~~C~~ode (Gov. Code Sec. 81008).

CONFLICT OF INTEREST CODE FOR THE FAIRFIELD-SUISUN UNIFIED SCHOOL DISTRICT

Appendix B-Disclosure Categories

Category 1. Designated positions assigned to this category must report:

- a) Interests in real property within the boundaries of the District that are used by the District or are of the type that could be acquired by the District as well as real property within two miles of the real property owned or used by the District or the potential site.
- b) Investments and business positions in business entities and sources of income (including receipt of gifts, loans, and travel payments) from sources of the type that engage in the acquisition or disposal of real property or are engaged in building construction or design for school districts.

Category 2. Designated positions assigned to this category must report:

Investments and business positions in business entities and sources of income (including receipt of gifts, loans, and travel payments) from sources that are contractors engaged in the performance of work, training, consulting or services, or are sources that manufacture or sell supplies, instructional materials, machinery, equipment, or vehicles of the type utilized by the District.

Category 3. Designated positions assigned to this category must report:

Investments and business positions in business entities and sources of income (including receipt of gifts, loans, and travel payments) from sources that are contractors engaged in the performance of work, training, consulting or services, or are sources that manufacture or sell supplies, instructional materials, machinery, equipment, or vehicles of the type utilized by the designated position's department. For the purposes of this category, a principal's department is their entire school.