



Every Student Matters, Every Moment Counts

Morton School District #214

Home of the Timberwolves!

PO Box 1219 • Morton, WA, 98356

p: 360-496-5300 • f: 360-496-5399

www.morton.k12.wa.us

 @MortonSchoolDistrict214

 @MSD21214

Morton Jr/Sr High School

152 Westlake Ave • Morton, WA 98356

p: 360-496-5137 • f: 360-496-6035

Morton Elementary School

400 Main Ave • Morton, WA 98356

p: 360-496-5143 • f: 360-496-0327

Policy: 1611 Conflicts of Interest – 2nd Class District

Section: ☐ - 0000

Planning

☒ - 1000

Board of

Directors

☐ - 2000

Instruction

☐ - 3000

Students

☐ - 4000

Community

Relations

☐ - 5000

Personnel

☐ - 6000

Management

Neither a school director nor a district officer (such as the superintendent) may benefit, directly or indirectly, in any contract made by, through, or under the director's or officer's supervision, except as permitted below:

1. A director, a director's or an officer's spouse, or a director's or an officer's dependent may be paid no more than \$1000 in any calendar month for unskilled day labor;
2. A director may be employed as a bus driver at the same compensation and on the same terms as other district bus drivers;
3. A director may enter into a contract with the district to offer goods and services (except for legal services) if the director or officer does not receive more than \$1,500 in any calendar month under the contract. The district will maintain a list of all contracts covered under this paragraph and the list will be available for public inspection and copying.
4. A school director may be designated as district clerk and/or purchasing agent of the district.
5. The spouse of a director or officer may be employed as a substitute teacher on the same terms and at the same compensation as other substitute teachers in the district. For a director's or officer's spouse to be employed as a substitute teacher, the superintendent finds that the number of qualified substitute teachers in the school district is insufficient to meet anticipated needs, and the superintendent must ensure that substitute teachers are fairly and impartially assigned to available positions.
6. If a director's or officer's spouse was employed by the district as a classified or certificated employee before the director or officer took office, the spouse's employment contract can be renewed. The terms of the contract must be commensurate with the pay plan or collective bargaining agreement operating in the district for that position.
7. In school districts with fewer than 200 FTE students, the district may employ the spouse of a director or officer as a certificated or classified staff member.
8. A director may be employed as a substitute teacher or a substitute educational aide in school districts with 300 or less FTE students. For the director to be employed as a substitute teacher or substitute educational aide, the terms of the contract are commensurate with the pay plan or collective bargaining agreement operating in the district for that position, and the board must find that the number of qualified substitute teachers and educational aides in the district is insufficient to meet the district's anticipated needs.
9. A director or officer may have a remote interest in a contract. The interest, though, must be disclosed prior to board action and must be recorded in the official minutes.

A director may not vote on the authorization, approval or ratification of a contract in which he or she is beneficially interested and to which one of the exemptions described above applies. Before the board approves a contract in which a director is beneficially interested, the director must disclose his or her interest to the board, and the director's interest must be noted in the official minutes.

The Morton School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employees have been designated to handle questions and complaints of alleged discrimination: Title IX Coordinator/ADA Coordinator/Civil Rights Compliance Coordinator and Superintendent John Hannah, 152 Westlake Avenue, Morton, WA, 98356, 360-496-5300, jhannah@morton.k12.wa.us, or Section 504 Coordinator Jordan Austin, 152 Westlake Avenue, Morton, WA, 98356, 360-496-5137, jaustin@morton.k12.wa.us

Before the board approves the employment a director, a director's or an officer's spouse, or a director's or an officer's dependent, the superintendent the superintendent or designee will inform the board of other individuals who are qualified for and interested in the position(s) to be filled. The district will not discriminate in any way against any applicant for a position or employee based on a family relationship with a director or officer. All employment decisions will be made by choosing the applicant that furthers the best interests of the school district. Whenever a director, or his or her spouse or dependent is employed by the district, the director will refrain from participating in or attempting to influence any board action affecting the employment status of the director, spouse or dependent. Actions affecting employment status include, but are not limited to, hiring, establishing compensation and fringe benefits, setting working conditions, conducting performance evaluations, considering or imposing discipline and termination.

The superintendent will maintain a log of any contract subject to this policy and annually, or when a new director assumes office, inform the board of the existence of all such contracts.

Legal References:

RCW 28A.330.240 Employment contracts

RCW 28A.405.250 Certificated employees, applicants for certificated position, not to be discriminated against

RCW 28A.635.050 Certain corrupt practices of school officials--Penalty

RCW 42.23.030 Interest in contracts prohibited--Excepted cases

RCW 42.23.040 Remote interests

Cross References

6230 - Relations with Vendors

Management Resources:

2022 - October Issue

2011 - December Issue

Policy News, April 2006 Conflict of Interest

Adoption Date: 5/22/2023

School District Name: Morton School District #214

Revised: 08.11.99; 04.06

Classification: Encouraged