



**GROSSMONT UNION HIGH SCHOOL DISTRICT**

<b>DESIGNATED POSITIONS</b>	<b>ASSIGNED DISCLOSURE CATEGORIES</b>	<b>NEW CATEGORIES</b>
<b><u>Administrative Coordinators</u></b>		<b>4,6</b>
<b><u>Assistant Principals</u></b>		<b>4,6</b>
Assoc. Administrator, Human Resources	A,B,C,D,E,F,G,H	1
Asst. Superintendent, Educational Services	A,B,C,D,E,F,G,H	1
<b><u>Asst. Principal on Spec Assign-Curriculum</u></b>	A,B,C,D,E,F,G,H	
Buyer	A,B,C,D,E,F,G,H	3
CBOC-Citizen's Bond Oversight Committee	A,B,C,D,E,F,G,H	1
Coordinator of Home Choice Programs	A,B,C,D,E,F,G,H	2,3
<b><u>Coordinator, Child Welfare &amp; Attendance</u></b>		<b>2,3</b>
Coordinator, ELL Ed Programs	A,B,C,D,E,F,G,H	2,3
<b><u>Coordinator, Testing &amp; Accountability</u></b>		<b>2,3</b>
Deputy Superintendent, Business Services	A,B,C,D,E,F,G,H	1
Director, Assessment and Evaluation	A,B,C,D,E,F,G,H	2,3
Director, Education & Library Technology	A,B,C,D,E,F,G,H	2,3
Director, Food Services	A,B,C,D,E,F,G,H	2,3
Director, Fund-Raising & Public Affairs	A,B,C,D,E,F,G,H	2,3
<b><u>Director, Human Resources/Classified Personnel</u></b>		<b>2,3</b>
<b><u>Director, Project Shield</u></b>		<b>2,3</b>
Director, Purchasing	A,B,C,D,E,F,G,H	2,3
Director, Risk Management	A,B,C,D,E,F,G,H	2,3,5
Director, Systems Integration	A,B,C,D,E,F,G,H	2,3
Director, Technical Services	A,B,C,D,E,F,G,H	2,3
Director, Transportation	A,B,C,D,E,F,G,H	2,3
Director I, Adult Education	A,B,C,D,E,F,G,H	2,3
<b><u>Director I, Alternative Education</u></b>		<b>2,3</b>
Director I, Instruction & Prof. Development	A,B,C,D,E,F,G,H	2,3
Director I, ROP	A,B,C,D,E,F,G,H	2,3
Director I, Special Education	A,B,C,D,E,F,G,H	2,3
<b><u>Director II, Academic Interventions &amp; Alt. Programs</u></b>		<b>2,3</b>
<b><u>Director II, Adult Education</u></b>		<b>4,6</b>
<b><u>Director II, Categorical Programs/Grants</u></b>	A,B,C,D,E,F,G,H	2,3
<b><u>Director II, Curriculum</u></b>		<b>2,3</b>
<b><u>Director II, Health Occupations Ctr.</u></b>		<b>2,3</b>
<b><u>Director II, ROP</u></b>		<b>2,3</b>
Director II, Special Education	A,B,C,D,E,F,G,H	2,3
Director II, Student Support Services and Extended-Curricular Programs	A,B,C,D,E,F,G,H	2,3
District Superintendent	A,B,C,D,E,F,G,H	1
Executive Director, Facilities Management	A,B,C,D,E,F,G,H	1
Executive Director, Fiscal Services	A,B,C,D,E,F,G,H	1
Executive Director, Information & Tech Svcs	A,B,C,D,E,F,G,H	1
Facilities Planner	A,B,C,D,E,F,G,H	1
Governing Board	A,B,C,D,E,F,G,H	1
Grants Administrator	A,B,C,D,E,F,G,H	2,3
Manager, Maintenance Services	A,B,C,D,E,F,G,H	2,3
<b><u>Manager, Production Services</u></b>		<b>2,3</b>
Manager, School Facilities	A,B,C,D,E,F,G,H	4,6
Principals	A,B,C,D,E,F,G,H	4,6

\*All contract consultants

Asst. Principal on Special Assignment position has been eliminated.

All additional personnel added more closely reflect those people who are responsible for District purchasing approvals.

Categories have been updated to be more clear and reflect buying power of Designee

Grossmont Union High School District

NOTICE OF INTENTION TO ADOPT OR AMEND A  
CONFLICT-OF-INTEREST CODE

August 6, 2008

NOTICE IS HEREBY GIVEN that the Grossmont Union High School District intends to adopt or amend a conflict-of-interest code pursuant to Government Code Section 87300 and 87306. Pursuant to Government Code Section 87302, the code will designate employees who must disclose certain investments, income, interests in real property, and business positions, and who must disqualify themselves from making or participating in the making of governmental decisions affecting those interests.

A written comment period has been established commencing on August 7, 2008 and terminating on September 5, 2008. Any interested person may present written comments concerning the proposed code no later than September 5, 2008 to the Grossmont Union High School District, PO Box 1043, La Mesa, CA 91944. No public hearing on this matter will be held unless any interested person or his or her representative requests a public hearing no later than 15 days prior to the close of the written comment period.

The Grossmont Union High School District has prepared a written explanation of the reasons for the designations and the disclosure responsibilities and has available all of the information upon which its proposal is based.

The Conflict of Interest Code has been amended to include all managers which make purchasing decisions for either the District on a whole or their departments for which they are responsible. The Disclosure Categories for which each Designated Position is responsible has been amended to reflect the true extent of the Designees' purchasing ability in a more clear and concise manner.

Copies of the proposed code and all of the information upon which it is based may be obtained from the Grossmont Union High School District, PO Box 1043, La Mesa, CA 91944. Any inquiries concerning the proposed code should be directed to Andi Loree, Internal Auditor at 619-644-8064 or e-mail her at [Aloree@guhdsd.net](mailto:Aloree@guhdsd.net).

**CONFLICT OF INTEREST CODE FOR  
GROSSMONT UNION HIGH 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 had adopted a regulation (2 Cal. Code of Regs. Section 18730) that contains the terms of a standard conflict of interest code and may 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 Appendix designating positions, and establishing disclosure requirement, shall constitute the conflict of interest code of the Grossmont Union High School District.

Individuals holding designated positions shall file their statements with the County of San Diego Board of Supervisors, which will retain the statements and make the statements available for public inspection and reproduction. (Gov. Code Section 81008.)

Upon receipt of the statements for the Governing Board Members and Superintendent, Grossmont Union High School District shall make and retain a copy and forward the original of these statements to the County of San Diego Board of Supervisors.

## APPENDIX

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Administrative Coordinators	4,6
Assistant Principals	4,6
Assoc. Administrator, Human Resources	1
Asst. Superintendent, Educational Services	1
Buyers	3
CBOC-Citizen's Bond Oversight Committee	1
Coordinator of Home Choice Programs	2,3
Coordinator, Child Welfare & Attendance	2,3
Coordinator, ELL Ed Programs	2,3
Coordinator, Testing & Accountability	2,3
Deputy Superintendent, Business Services	1
Director, Assessment and Evaluation	2,3
Director, Education & Library Technology	2,3
Director, Food Services	2,3
Director, Fund-Raising & Public Affairs	2,3
Director, Human Resources/Classified Personnel	2,3
Director, Project Shield	2,3
Director, Purchasing	2,3
Director, Risk Management	2,3,5
Director, Systems Integration	2,3
Director, Technical Services	2,3
Director, Transportation	2,3
Director I, Adult Education	2,3
Director I, Alternative Education	2,3
Director I, Instruction & Prof. Development	2,3
Director I, ROP	2,3
Director I, Special Education	2,3
Director II, Academic Interventions & Alt. Programs	2,3
Director II, Adult Education	4,6
Director II, Categorical Programs/Grants	2,3
Director II, Curriculum	2,3
Director II, Health Occupations Ctr.	2,3
Director II, ROP	2,3
Director II, Special Education	2,3
Director II, Special Education	2,3
Director II, Student Support Services and Extended-Curricular Programs	2,3
District Superintendent	1
Executive Director, Facilities Management	1
Executive Director, Fiscal Services	1
Executive Director, Information & Tech Services	1
Facilities Planner	1
Governing Board	1
Grants Administrator	2,3
Manager, Maintenance Services	2,3

<b>Manager, Production Services</b>	<b>2,3</b>
<b>Manager, School Facilities</b>	<b>4,6</b>
<b>Principals</b>	<b>4,6</b>

**\*All contract consultants**

\* Consultants shall be included in the list of designated positions and shall disclose pursuant to the disclosure requirements in this code subject to the following limitations:

The Superintendent may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to comply fully with the disclosure requirements in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

## DISCLOSURE CATEGORIES

Individuals holding designated positions must report their interests according to the following corresponding disclosure category(ies) to which their position has been assigned.

### Disclosure Category 1

Interests in real property located within the jurisdiction or within two miles of the boundaries of the jurisdiction or within two miles of any land owned or used by the agency; and investments and business positions in business entities, and income, including loans, gifts, and travel payments, from all sources.

### Disclosure Category 2

Interests in real property located within the jurisdiction or within two miles of the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

### Disclosure Category 3

Investments and business positions in business entities, and income, including loans, gifts, and travel payments, from sources, that provide services, supplies, materials, machinery, or equipment of the type utilized by the agency.

### Disclosure Category 4

Investments and business positions in business entities, and income, including loans, gifts, and travel payments, from sources, that provide services, supplies, materials, machinery, or equipment of the type utilized by the department or division to which the filer is assigned duties.

### Disclosure Category 5

Investments and business positions in business entities, and income, including loans, gifts, and travel payments, from sources, that filed a claim against the agency during the previous two years, or have a claim pending.

### Disclosure Category 6

Investments and business positions in business entities, and income, including loans, gifts, and travel payments, from sources, that are of the type to request an entitlement to use agency property or facilities, including, but not limited to:

- a license
- utility permit
- station vendor permit.

Public Officials Who Manage Public Investments

The following positions are not covered by this conflict of interest code because those individuals holding these positions must file under Government Code Section 87200. These positions are listed for informational purposes only:

- None at time of update

An individual holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by Government Code Section 87200.