

**2010 CONFLICT OF INTEREST CODE  
BIENNIAL REVIEW REPLY FORM**

COUNTY OF SAN DIEGO  
BOARD OF SUPERVISORS  
2010 AUG 19 PM 12 00  
THOMAS J. PASTUSZKA  
CLERK OF THE BOARD  
OF SUPERVISORS

Contact Person: Raylene Veloz, Executive Assst Telephone Number: (760) 726-2170 x2219

Name of Agency: Vista Unified School District

Mailing Address 1234 Arcadia Avenue, Vista, CA 92084

This agency has reviewed its conflict of interest code and has determined that:

**Amendments are necessary:** (Attach Amended Code)  
(Check all that applies)

- Include new positions (including consultants) which must be designated
- Revise the titles of existing positions
- Delete titles of positions that have been abolished
- Delete positions that manage public investments
- Revise disclosure categories
- Other \_\_\_\_\_

**No amendments are necessary.** Our agency's code accurately designates all positions which make or participate in the making of governmental decisions; the disclosure assigned to those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foresee-ably be affected materially by the decision made by those designated positions; and the code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer: Joyce J. Bales Date: 8/17/10

You must complete this report regardless of how recently your code was approved or amended. **Please return this report no later than August 31, 2010 to:**

**Clerk of the Board of Supervisors  
(Conflict of Interest Code)  
1600 Pacific Highway, Room 402  
San Diego, CA 92101**

Approved and/or authorized by the Board  
of Supervisors of the County of San Diego  
Date 10/10/10 Minute Order No. 9  
THOMAS J. PASTUSZKA  
Clerk of the Board of Supervisors  
Thomas J. Pastuszka  
Clerk

# APPENDIX

## CONFLICT OF INTEREST CODE

### OF THE

## VISTA UNIFIED SCHOOL DISTRICT

(Adopted September 9, 2010)

### EXHIBIT "A"

#### OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

District Officials who manage public investments, as defined by 2 Cal. Code of Regs. § 18701(b), are NOT subject to the District's Code, but are subject to the disclosure requirements of the Act. (Government Code Section 87200 et seq.). [Regs. § 18730(b)(3)] These positions are listed here for informational purposes only.

It has been determined that the positions listed below are officials who manage public investments<sup>1</sup>:

Members of the Board of Trustees

Superintendent

Financial Consultants

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<sup>1</sup> Individuals holding one of the above-listed positions may contact the FPPC for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The FPPC makes the final determination whether a position is covered by § 87200.

**DESIGNATED POSITIONS**

**GOVERNED BY THE CONFLICT OF INTEREST CODE**

| <b><u>DESIGNATED EMPLOYEES'</u><br/><u>TITLE OR FUNCTION</u></b> | <b><u>DISCLOSURE CATEGORIES</u><br/><u>ASSIGNED</u></b> |
|--|---|
| Assistant Superintendent, Administrative Services                | 4   |
| Assistant Superintendent, Business Services                      | 1, 2  |
| Assistant Superintendent, Curriculum & Instruction               | 5   |
| Assistant Superintendent, Human Resources                        | 5   |
| Associate Superintendent, Educational Services                   | 5   |
| Central Kitchen & Catering Supervisor                            | 5   |
| Chief Academic Officer   | 5   |
| Chief Business Officer   | 1   |
| Chief Facilities Officer   | 2, 3, 5   |
| Chief Operations Officer   | 4   |
| Coordinator, Categorical Programs                                | 5   |
| Coordinator, Curriculum & Staff Development                      | 5   |
| Coordinator, ELD   | 5   |
| Coordinator, Instructional Media Center                          | 5   |
| Coordinator, Safe Schools-Tobacco/Substance Use                  | 5   |
| Coordinator, Special Programs & Curriculum                       | 5   |
| Coordinator, Special Programs/Elementary Education               | 5   |
| Deputy Superintendent  | 4   |

**DESIGNATED EMPLOYEES'**  
**TITLE OR FUNCTION**

**DISCLOSURE CATEGORIES**  
**ASSIGNED**

|  |         |
|--|---------|
| Director of Construction   | 3, 5    |
| Director, Certificated Human Resources   | 5       |
| Director, Child Nutrition Services   | 5       |
| Director, Classified Human Resources   | 5       |
| Director, Education Services   | 5       |
| Director, Fiscal Services  | 4       |
| Director, Information Systems  | 5       |
| Director, Land & Facilities Planning   | 2, 3, 5 |
| Director, Facilities Maintenance & Operation                                     | 5       |
| Director, Purchasing   | 4       |
| Director, Special Education  | 5       |
| Director, Student Academic Achievement   | 5       |
| Director, Student Support Services   | 5       |
| Director, Transportation   | 5       |
| Executive Director, BTSA, PAR, University Intern Program<br>and Admin Prof. Dev. | 5       |
| Executive Director, Curriculum & Instruction                                     | 5       |
| Executive Director, Facilities/Planning & Construction                           | 2, 3, 5 |
| Facilities Coordinator/Developer Fees  | 2, 3, 5 |
| Facilities Planner   | 2, 3, 5 |
| General Counsel  | 1, 2    |

**DESIGNATED EMPLOYEES'**  
**TITLE OR FUNCTION**

**DISCLOSURE CATEGORIES**  
**ASSIGNED**

|                                |   |
|--------------------------------|---|
| Grants Administrator           | 1 |
| Maintenance Manager            | 5 |
| Network Analyst                | 5 |
| Operations Supervisor          | 5 |
| Principals                     | 5 |
| Print Shop Supervisor          | 5 |
| Vehicle Maintenance Supervisor | 5 |

**MEMBERS OF BOARDS,**  
**COMMITTEES AND COMMISSIONS**

|                                    |      |
|------------------------------------|------|
| Citizens' Bond Oversight Committee | 1, 2 |
| Real Property Advisory Committee   | 1, 2 |
| Consultant <sup>2</sup>            |      |

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<sup>2</sup> Consultants shall be included in the list of Designated Employees and shall disclose pursuant to the broadest disclosure category in this Code subject to the following limitation:

The Superintendent may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described 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 Superintendent'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.

## **EXHIBIT B**

### **DISCLOSURE CATEGORIES**

The disclosure categories listed below identify the types of investments, business entities, sources of income, including gifts, loans and travel payments, or real property which the Designated Employee must disclose for each disclosure category to which he or she is assigned.

Category 1: All investments and business positions and sources of income, including gifts, loans and travel payments, that are located in, do business in or own real property within the jurisdiction of the District.

Category 2: All Interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the jurisdiction of the District.

Category 3: All investments and business positions and sources of income, including gifts, loans and travel payments, that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the District.

Category 4: All investments and business positions and sources of income, including gifts, loans and travel payments, that provide services, supplies, materials, machinery, vehicles or equipment of a type purchased or leased by the District.

Category 5: All investments and business positions and sources of income, including gifts, loans and travel payments, that provide services, supplies, materials, machinery, vehicles or equipment of a type purchased or leased by the Designated Employee's department, unit or division.

SEP 10 2010  
*[Signature]*  
RECORDING SECRETARY

**TO:** Board of Trustees  
**FROM:** Superintendent  
**DATE:** September 9, 2010

**SUBJECT: APPROVE TO ADOPT RESOLUTION NO. 11-11 AMENDMENT OF APPENDIX (EXHIBIT A AND B) OF THE CONFLICT OF INTEREST CODE PURSUANT TO THE POLITICAL REFORM ACT OF 1974.**

**ISSUE/ BACKGROUND:**

Government Code Section 87100 states,

*"No public official at any level of state or local government shall make, participate in making or in any way attempt to use his official position to influence a governmental decision in which he knows or has reason to know he has a financial interest".*

Pursuant to Section 87306.5 of the Political Reform Act (the "Act") the Clerk of the Board of the Board of Supervisors, the District's code-reviewing body, directed the District to conduct a review of its Conflict of Interest Code in accordance with the Act to determine if a change in the Code was necessitated by changed circumstances within the District, file a statement of review with the County reflecting the results of that review, and have the District's Conflict of Interest Code revised based upon such review, if necessary, and submit the amended Code to the Board of Supervisors for approval, in accordance with Government Code section 87303.

During the review process, staff found that there were changed circumstances within the District necessitating substantive amendment to the Appendix of the District's Conflict of Interest Code.

**FISCAL IMPACT/FUNDING SOURCE:**

No impact

**RECOMMENDATION:**

Approve to adopt Resolution No. 11-11 amendment of appendix (Exhibit A and B) of the Conflict of Interest Code pursuant to the Political Reform Act of 1974.

Respectfully submitted  
Dr. Joyce F. Bales *Joyce F. Bales*  
Superintendent

**BOARD OF TRUSTEES OF THE  
VISTA UNIFIED SCHOOL DISTRICT**

**RESOLUTION NO. 11-11**

**RESOLUTION ADOPTING AN AMENDED APPENDIX TO  
THE CONFLICT OF INTEREST CODE PURSUANT TO THE  
POLITICAL REFORM ACT OF 1974**

**WHEREAS**, the Legislature of the State of California enacted the Political Reform Act of 1974, Government Code Section 81000 et seq. (the "Act"), which contains provisions relating to conflicts of interest which potentially affect all officers, employees and consultants of the Vista Unified School District (the "District") and requires all public agencies to adopt and promulgate a conflict of interest code; and

**WHEREAS**, the Board of Trustees adopted a Conflict of Interest Code (the "Code") which was amended on September 25, 2008, in compliance with the Act; and

**WHEREAS**, subsequent changed circumstances within the District have made it advisable and necessary pursuant to Sections 87306 and 87307 of the Act to amend and update the Appendix to the District's Code; and

**WHEREAS**, the potential penalties for violation of the provisions of the Act are substantial and may include criminal and civil liability, as well as equitable relief which could result in the District being restrained or prevented from acting in cases where the provisions of the Act may have been violated; and

**WHEREAS**, notice of the time and place of a public meeting on, and of consideration by the Board of Trustees of, the proposed amended Appendix was provided each affected designated employee and publicly posted for review at the offices of the District; and

**WHEREAS**, a public meeting was held upon the proposed amended Appendix at a regular meeting of the Board of Trustees on September 9, 2010, at which all present were given an opportunity to be heard on the proposed amended Code.

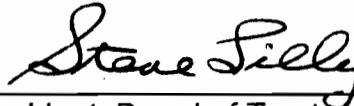
**NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE VISTA UNIFIED SCHOOL DISTRICT DOES HEREBY RESOLVE AND ORDER AS FOLLOWS:**

**Section 1. Adoption.** The Board of Trustees does hereby adopt the proposed amended Appendix to the Conflict of Interest Code, a copy of which is attached hereto and shall be on file with the Executive Assistant to the Superintendent and available to the public for inspection and copying;

**Section 2. Effective Date.** The said amended Code shall be submitted to the Board of Supervisors of the County of San Diego for approval and said Code shall

become effective 30 days after the Board of Supervisors approves the proposed amended Appendix as submitted.

**PASSED AND ADOPTED** by the Board of Trustees of the Vista Unified School District this 9<sup>th</sup> day of September, 2010.



\_\_\_\_\_  
President, Board of Trustees  
VISTA UNIFIED SCHOOL DISTRICT

ATTEST:

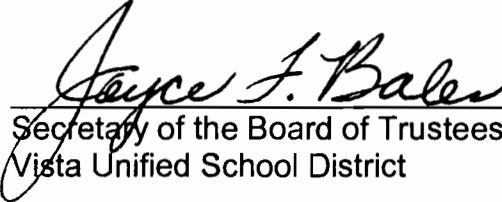


\_\_\_\_\_  
Secretary, Board of Trustees  
VISTA UNIFIED SCHOOL DISTRICT

STATE OF CALIFORNIA )  
                                  )  
COUNTY OF SAN DIEGO )           ss.

I, Joyce Bales, Secretary of the Board of Trustees of the Vista Unified School District, County of San Diego, California, do hereby certify that the foregoing Resolution was duly adopted by the Board of Trustees of said District at a regular meeting of said Board held on the 9<sup>th</sup> day of September, 2010, and that it was adopted by the following vote:

AYES: Gibson, Lilly, Herrera, Chunka, Jaka  
NOES: 0  
ABSTAIN: 0  
ABSENT: 0

  
Secretary of the Board of Trustees of the  
Vista Unified School District

# APPENDIX

## CONFLICT OF INTEREST CODE OF THE VISTA UNIFIED SCHOOL DISTRICT

(Adopted September 9, 2010)

### EXHIBIT "A"

#### OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

District Officials who manage public investments, as defined by 2 Cal. Code of Regs. § 18701(b), are NOT subject to the District's Code, but are subject to the disclosure requirements of the Act. (Government Code Section 87200 et seq.). [Regs. § 18730(b)(3)] These positions are listed here for informational purposes only.

It has been determined that the positions listed below are officials who manage public investments<sup>1</sup>:

Members of the Board of Trustees

Superintendent

Financial Consultants

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<sup>1</sup> Individuals holding one of the above-listed positions may contact the FPPC for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The FPPC makes the final determination whether a position is covered by § 87200.

**DESIGNATED POSITIONS**

**GOVERNED BY THE CONFLICT OF INTEREST CODE**

| <b><u>DESIGNATED EMPLOYEES'</u><br/><u>TITLE OR FUNCTION</u></b> | <b><u>DISCLOSURE CATEGORIES</u><br/><u>ASSIGNED</u></b> |
|--|---|
| Assistant Superintendent, Administrative Services                | 4   |
| Assistant Superintendent, Business Services                      | 1, 2  |
| Assistant Superintendent, Curriculum & Instruction               | 5   |
| Assistant Superintendent, Human Resources                        | 5   |
| Associate Superintendent, Educational Services                   | 5   |
| Central Kitchen & Catering Supervisor                            | 5   |
| Chief Academic Officer   | 5   |
| Chief Business Officer   | 1   |
| Chief Facilities Officer   | 2, 3, 5   |
| Chief Operations Officer   | 4   |
| Coordinator, Categorical Programs                                | 5   |
| Coordinator, Curriculum & Staff Development                      | 5   |
| Coordinator, ELD   | 5   |
| Coordinator, Instructional Media Center                          | 5   |
| Coordinator, Safe Schools-Tobacco/Substance Use                  | 5   |
| Coordinator, Special Programs & Curriculum                       | 5   |
| Coordinator, Special Programs/Elementary Education               | 5   |
| Deputy Superintendent  | 4   |

**DESIGNATED EMPLOYEES'**  
**TITLE OR FUNCTION**

**DISCLOSURE CATEGORIES**  
**ASSIGNED**

|  |         |
|--|---------|
| Director of Construction   | 3, 5    |
| Director, Certificated Human Resources   | 5       |
| Director, Child Nutrition Services   | 5       |
| Director, Classified Human Resources   | 5       |
| Director, Education Services   | 5       |
| Director, Fiscal Services  | 4       |
| Director, Information Systems  | 5       |
| Director, Land & Facilities Planning   | 2, 3, 5 |
| Director, Facilities Maintenance & Operation                                     | 5       |
| Director, Purchasing   | 4       |
| Director, Special Education  | 5       |
| Director, Student Academic Achievement   | 5       |
| Director, Student Support Services   | 5       |
| Director, Transportation   | 5       |
| Executive Director, BTSA, PAR, University Intern Program<br>and Admin Prof. Dev. | 5       |
| Executive Director, Curriculum & Instruction                                     | 5       |
| Executive Director, Facilities/Planning & Construction                           | 2, 3, 5 |
| Facilities Coordinator/Developer Fees  | 2, 3, 5 |
| Facilities Planner   | 2, 3, 5 |
| General Counsel  | 1, 2    |

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**TITLE OR FUNCTION**

**DISCLOSURE CATEGORIES**  
**ASSIGNED**

|                                |   |
|--------------------------------|---|
| Grants Administrator           | 1 |
| Maintenance Manager            | 5 |
| Network Analyst                | 5 |
| Operations Supervisor          | 5 |
| Principals                     | 5 |
| Print Shop Supervisor          | 5 |
| Vehicle Maintenance Supervisor | 5 |

**MEMBERS OF BOARDS,**  
**COMMITTEES AND COMMISSIONS**

|                                    |      |
|------------------------------------|------|
| Citizens' Bond Oversight Committee | 1, 2 |
| Real Property Advisory Committee   | 1, 2 |
| Consultant <sup>2</sup>            |      |

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<sup>2</sup> Consultants shall be included in the list of Designated Employees and shall disclose pursuant to the broadest disclosure category in this Code subject to the following limitation:

The Superintendent may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described 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 Superintendent'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.

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**LEGISLATIVE VERSION**  
**(SHOWS CHANGES MADE)**  
**APPENDIX**

**CONFLICT OF INTEREST CODE**  
**OF THE**  
**VISTA UNIFIED SCHOOL DISTRICT**

**(Adopted September 25, 2008September 9, 2010)**

**EXHIBIT "A"**

**OFFICIALS WHO MANAGE PUBLIC INVESTMENTS**

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## DESIGNATED POSITIONS

### GOVERNED BY THE CONFLICT OF INTEREST CODE

| <u>DESIGNATED EMPLOYEES'</u><br><u>TITLE OR FUNCTION</u>                                      | <u>DISCLOSURE CATEGORIES</u><br><u>ASSIGNED</u> |
|---|---|
| Assistant Superintendent, Administrative Services   | <u>54</u>                                       |
| Assistant Superintendent, Business Services   | 1, 2  |
| Assistant Superintendent, <del>Educational Services</del> <u>Curriculum &amp; Instruction</u> | <u>65</u>                                       |
| Assistant Superintendent, Human Resources   | <u>65</u>                                       |
| Associate Superintendent, Educational Services  | <u>6-5</u>                                      |
| <u>Central Kitchen &amp; Catering Supervisor</u>  | <u>5</u>  |
| Chief Academic Officer  | <u>65</u>                                       |
| Chief Facilities Officer  | 2, 3, <u>65</u>                                 |
| Chief Business Officer  | 1   |
| Chief Operations Officer  | <u>54</u>                                       |
| <u>Coordinator, Categorical Programs</u>  | <u>5</u>  |
| <u>Coordinator, Curriculum &amp; Staff Development</u>  | <u>5</u>  |
| <u>Coordinator, ELD</u>   | <u>5</u>  |
| <u>Coordinator, Instructional Media Center</u>  | <u>5</u>  |
| <u>Coordinator, Safe Schools-Tobacco/Substance Use</u>  | <u>5</u>  |
| <u>Coordinator, Special Programs &amp; Curriculum</u>   | <u>5</u>  |
| <u>Coordinator, Special Programs/Elementary Education</u>                                     | <u>5</u>  |
| <u>Deputy Superintendent</u>  | <u>4</u>  |

**DESIGNATED EMPLOYEES'**  
**TITLE OR FUNCTION**

**DISCLOSURE CATEGORIES**  
**ASSIGNED**

|   |                 |
|---|-----------------|
| Director of Construction  | 3, <u>65</u>    |
| Director, Certificated Human Resources  | <u>65</u>       |
| Director, Child Nutrition Services  | <u>65</u>       |
| Director, Classified Human Resources  | <u>65</u>       |
| Director, Education Services  | <u>65</u>       |
| Director, Fiscal Services   | <u>54</u>       |
| Director, Information Systems   | <u>65</u>       |
| Director, Land <del>and</del> <u>&amp;</u> Facilities Planning                    | 2, 3, <u>65</u> |
| Director, <u>Facilities</u> Maintenance <del>and</del> <u>&amp;</u> Operation     | <u>65</u>       |
| Director, Purchasing  | <u>54</u>       |
| Director, Special Education   | <u>65</u>       |
| Director, Student Academic Achievement  | <u>65</u>       |
| Director, Student Support Services  | <u>65</u>       |
| Director, Transportation  | <u>65</u>       |
| Executive Director, BTSA, PAR, University Intern Program<br>and Admin Prof. Dev.  | <u>65</u>       |
| Executive Director, <del>ELD (Pre-K-12)</del> <u>Curriculum &amp; Instruction</u> | <u>65</u>       |
| Executive Director, Facilities/Planning & Construction                            | 2, 3, <u>65</u> |
| Facilities Coordinator/Developer Fees   | 2, 3, <u>65</u> |
| Facilities Planner  | 2, 3, <u>65</u> |
| General Counsel   | 1, 2            |

**DESIGNATED EMPLOYEES'**  
**TITLE OR FUNCTION**

**DISCLOSURE CATEGORIES**  
**ASSIGNED**

|                                       |           |
|---------------------------------------|-----------|
| Grants Administrator                  | 1         |
| <u>Maintenance Manager</u>            | <u>5</u>  |
| <u>Network Analyst</u>                | <u>5</u>  |
| <u>Operations Supervisor</u>          | <u>5</u>  |
| Principals                            | <u>65</u> |
| <u>Print Shop Supervisor</u>          | <u>5</u>  |
| <u>Vehicle Maintenance Supervisor</u> | <u>5</u>  |

**MEMBERS OF BOARDS,**  
**COMMITTEES AND COMMISSIONS**

|                                    |      |
|------------------------------------|------|
| Citizens' Bond Oversight Committee | 1, 2 |
| Real Property Advisory Committee   | 1, 2 |
| Consultant <sup>2</sup>            |      |

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Category 1: All investments and business positions ~~in business entities,~~ and sources of income, including gifts, loans and travel payments, that are located in, ~~that do~~ business in or own real property within the jurisdiction of the District.

Category 2: All Interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the jurisdiction of the District.

Category 3: All investments and business positions ~~in,~~ and sources of income, including gifts, loans and travel payments, from, business entities that are engaged in land development, construction, or the acquisition or sale of real property within the jurisdiction of the District.

Category 4: ~~All investments and business positions in, and sources of income from, business entities that are banking, savings and loan, or other financial institutions.~~

Category 54: All investments and business positions ~~in,~~ and sources of income, including gifts, loans and travel payments, from, business entities that provide services, supplies, materials, machinery, vehicles or equipment of a type purchased or leased by the District.

Category 65: All investments and business positions ~~in,~~ and sources of income, including gifts, loans and travel payments, from, business entities that provide services, supplies, materials, machinery, vehicles or equipment of a type purchased or leased by the Designated Employee's ~~D~~department, unit or division.