

Wisconsin state statute 19.59 provides codes of ethics for local government officials, employees, and candidates. All local officials are required to comply with that law. A conflict of interest is defined as any judgment, action or relationship that may benefit an employee or another party the employee is affiliated with because of the employee's position with the District. Employees are to avoid outside activity that may compete or conflict with the best interests of the District. Employees must disclose to their principal or supervisor information of any transaction that may be considered a conflict of interest as soon as they become aware of a potential conflict. See Wis. Stats. § 946.13(1)(a) and (b).

- No Board member or employee may participate in decision making actions that substantially affect a matter in which the Board member, employee, members of the household/immediate family of a Board member or employee, or organization with which they are associated has a substantial financial interest.
- No Board member may be employed by the WBSD or apply for employment in the WBSD while serving as a Board member.
- No Board member or employee shall accept gifts or favors of any value which could influence decision making.
- No Board Member or employee may use his or her position to obtain financial gain or anything of substantial value for the private benefit of himself or herself or his or her immediate family, or for an organization with which he or she is associated.
- No Board Member or employee may negotiate or bid for, or enter into a contract in which the employee has a private pecuniary interest, direct or indirect, if at the same time the employee is authorized or required by law to participate in the employee's capacity as an employee in the making of that contract or to perform in regard to that contract some official function requiring the exercise of discretion on the employee's part.
- No Board Member or employee may, participate in the making of a contract in which the Board Member or employee has a private pecuniary interest, direct or indirect, or performs in regard to that contract some function requiring the exercise of discretion on the employee's part.
- Board members or administrators shall not use their position to ensure the employment of friends or relatives but shall act in good faith on the recommendation of the District Administrator.
- No administrator who is in close relationship with an employee shall supervise that employee. "Supervise" includes, but is not limited to, the authority or responsibility to appoint, dismiss, discipline, promote, evaluate, or recommend salary adjustments, to direct the work activities of another employee, or to have any other supervisory responsibilities as an administrator for another employee.
- No Board member or employee shall use confidential WBSD information (including information that is confidential by law, protected, privileged, or proprietary information) for personal gain or for the gain of others.

LEGAL REFERENCE: Wisconsin Statutes 19.59, 118.12, 946.

APPROVED: March 10, 2003

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