

Conflict of Interest Code  
of the  
**CHARTER OAK UNIFIED SCHOOL DISTRICT**

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

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 Cal. Code of Regs. Section 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it 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 into the Charter Oak Unified School District's ("Agency") Conflict of Interest Code. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the Conflict of Interest Code of this Agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a Statement of Economic Interests ("Statement") shall file their Statements with the Agency head; or his or her designee. The Agency shall make and retain a copy of Statements filed by its School Board Members and the Superintendent and forward the originals of such Statements to the Executive Officer of the Board of Supervisors of Los Angeles County.

The Agency shall retain the originals of Statements for all other Designated Positions named in the agency's conflict of interest code. All retained Statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

**CHARTER OAK UNIFIED SCHOOL DISTRICT**  
**EXHIBIT "A"**

**CATEGORY 1**

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the Agency.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

**CATEGORY 2**

Persons in this category shall disclose all investments and business positions.

**CATEGORY 3**

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

**CATEGORY 4**

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell services and/or supplies of a type utilized by the Agency and associated with the job assignment of designated positions assigned to this disclosure category.

**CATEGORY 5**

Persons in this category shall disclose all income (including gifts, loans and travel payments) from, investments in, and business positions with any Agency employee, any representative or association of any such employee; and business positions with, investments in or income from any entity owned or controlled by such employee or his/her spouse or other financial dependent.

**CHARTER OAK UNIFIED SCHOOL DISTRICT**  
**EXHIBIT "B"**

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Member, School Board	1, 2, 3
Superintendent	1, 2, 3
Chief Business Officer	1, 2, 3
Personnel Commissioner	4, 5
Assistant Superintendent/Human Resources	4, 5
Assistant Superintendent, Educational Services	4
Coordinator, Classified Human Resources	5
Director of Maintenance and Operations	4
Director of Food Services	4
Director of Expanded Learning and Enrichment	4
Director of Student Services	4
Director of Technology & Information Systems	4
Director-Special Education	4
Buyer	4
Director-Fiscal Services	4
Director Student Services/Child Welfare and Attendance	4
Director Student Services for Equity, Access and Outreach	4
Director of Adult Education	4
Director-Curriculum, Instruction and Assessment	4
Consultants/New Positions*	

**CHARTER OAK UNIFIED SCHOOL DISTRICT**  
**EXHIBIT "B" (Cont'd)**

\*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Superintendent or his or her designee 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 with disclosure requirements 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 or his or her designee determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

Individuals who perform under contract the duties of any designated position shall be required to file Statements disclosing reportable interest in the categories assigned to that designated position.

**EFFECTIVE DATE: 7/2/2025**