



Financial Disclosure Statement for Calendar Year _____ (For Staff)

MCPS Form 281-51
December 2018
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Board of Education Ethics Panel
MONTGOMERY COUNTY BOARD OF EDUCATION
Rockville, Maryland 20850
Telephone: 240-740-3030

INSTRUCTIONS: Please complete each section and refer to the defined terms in completing your statement. Upon completion of your financial disclosure statement, sign and date the lower portion of page two.

Additional information you should know:

Pursuant to Board of Education (Board) Policy BBB, *Ethics*, employees are required to disclose outside employment and interests that raise conflicts of interest or potential conflicts of interest in connection with a specific proposed action by the employee or official sufficiently in advance of the action to provide adequate disclosure to the public.

This Statement is a public record and shall be made available during normal office hours for examination and copying by the public, subject to reasonable fees and administrative procedures. Any persons examining or copying such statements shall be required to record their name, home address, and the name of the person whose statement was examined or copied. The Board of Education Ethics Panel shall review this statement for completeness of form and for determination of any existing or potential conflict of interest. This statement will be retained for a period of four years and then destroyed.

I Would Like To Be Notified If Someone Looks At My Form

Name _____ MCPS Position _____

Name of School or Department/Office/Division _____

1. During the reporting period, did you have any outside employment with any person or entity that contracts with, or is/was doing business with Montgomery County Public Schools (MCPS)? Yes No (Go to Question 2)

If you checked Yes, please provide the following information for each outside employment position (attach additional sheet if necessary):

Name and address of employer: _____

Title and nature of position: _____

Dates of employment: _____

Nature of employer's business with MCPS: _____

2. During the reporting period, did you accept a gift in excess of \$20, or a series of gifts from the same donor with a cumulative value of \$100 or more, from any person or entity that contracts with or is subject to the authority of the Board of Education or MCPS? Yes No (Go to Question 3)

If you checked Yes, please provide the following information (attach additional sheet if necessary):

Donor _____ Retail Value of Gift \$ _____

Donor _____ Retail Value of Gift \$ _____

Donor _____ Retail Value of Gift \$ _____

3. During the reporting period, were any members of your immediate family (spouse or dependent children) employed by the Board or MCPS in any capacity? Yes No (Go to Question 4)

If you checked Yes, please provide the following information for each immediate family member (attach additional sheet if necessary):

Name of immediate family member employed by MCPS: _____

Please indicate whether this person is your spouse or dependent child: Spouse Dependent Child

Dates of employment with MCPS: _____

Position/title and location worked within MCPS: _____

Did/does this person fall within your immediate supervisory chain? Yes No

4. Please disclose any other information or interests you find appropriate to disclose in light of the purposes of Board Policy BBB, Ethics, or check "None". (Attach additional sheet if necessary.)

None

I hereby affirm under the penalties of perjury that the contents of this financial disclosure statement are complete, true, and correct to the best of my knowledge, information, and belief.

I understand that my electronic submission of this form and my electronic signature are intended to be, constitute, and are equivalent to my personal signature.

Signature: _____ Date ____/____/____

Printed Name: _____

Except for the defined terms listed below, terms in this statement have their common accepted meanings.

Doing business with means having or negotiating a contract that involves the commitment, in a single or combination of transactions, of \$5,000 or more of school system funds during a calendar year, or being subject to the authority of the school system, or being registered as a lobbyist in accordance with the *Lobbying Disclosure* section of the ethics policy.

Gift means the transfer of anything of economic value, regardless of form, without adequate and lawful consideration. Gift does not include political campaign contributions regulated under Maryland or local law. Unless a gift would tend to: (1) impair the impartiality and independence of judgment of the official receiving the gift; or (2) is of significant value that would give the appearance of impairing the impartiality and independent judgment of the official; or (3) is of significant value that the recipient official believes or has reason to believe is designed to impair the impartiality and independent judgment of the official, you may accept the following: (1) Meals and beverages consumed in the presence of the donor or sponsoring entity; (2) Ceremonial gifts or awards that have insignificant monetary value; (3) An unsolicited gift that does not exceed \$20 in value, or an unsolicited series of gifts not exceeding \$100 in value in a calendar year, or trivial items of informational value; (4) Reasonable expenses for food, travel, lodging, and scheduled entertainment of the official at a meeting which is given in return for the participation of the official in a panel or speaking engagement at the meeting; (5) Gifts of tickets or free admission extended to members of the Board to attend a charitable, cultural, or political event, if the purpose of the gift or admission is a courtesy or ceremony extended to the Board; (6) A specific gift or class of gifts which the Panel exempts from the operation of this subsection upon a written finding that acceptance of the gift or class of gifts would not be detrimental to the impartial conduct of the business of the school system or Board and that the gift is purely personal and private in nature; (7) Gifts from a person related by blood or marriage, or any other individual who is a member of the household of the official; or (8) An honorarium for speaking to or participating in a meeting, provided that the offering of the honorarium is in no way related to the school system or Board position of the official.

Subject to the authority of refers to business entities regulated by the Board or subject to significant control or impact by policies of the school system relating to the operations of the entity.