

TOPEKA PUBLIC SCHOOLS	REGULATION NUMBER: 4560-01F
SUBJECT:	DATE OF ISSUE: 12/17/18
CONFLICTS OF INTEREST DISCLOSURE FORM	<hr/> REVISIONS: <hr/> PREPARING OFFICE: BUSINESS OFFICE

STATEMENT OF PURPOSE:

As a Topeka Public Schools (TPS) Board member or employee, I understand that I owe certain duties to TPS including, but not limited to a duty of loyalty. I understand that one of my duties is to avoid actual or potential Conflicts of Interest where my allegiance might be divided, or appear to be divided, between my position of responsibility to TPS and another interested party, including but not limited to:

1. Spouses or domestic partners;
2. Brothers and Sisters;
3. Parents, children, grandchildren, and great-grandchildren;
4. Spouses of individuals listed in 2 and 3; and
5. Corporations, partnerships, limited liability companies (LLCs), and other forms of Business in which an employee or director, either individually or in combination with individuals listed in 1,2,3, or 4, collectively possess a 5% or more ownership or beneficial interest.

To help avoid actual or potential Conflicts of Interest, I am disclosing other responsibilities and affiliations that may create or appear to create a Conflict with regard to my duties to TPS.

AGREEMENT AND DISCLOSURE:

I have read and understand TPS's Conflicts of Interest Policy 4560 and agree to comply with the terms of this policy. I understand the Definition of Conflicts of Interest and agree to supplement this Disclosure Form in the event that additional interests or relationships arise.

1. Do you have (or had in the past 12 months) a financial or business relationship (e.g., an actual or forthcoming compensation arrangement either by contract or employment) with an entity with which TPS has entered (or is negotiating to enter) a contract, other transaction or arrangement? If so, please identify the entity and the relationship. Please also identify any that you expect to have in the next 12 months.

- 2. In the last 12 months did you or an immediate family member have a financial or investment interest sufficient to influence your decision-making in an entity with which TPS has entered (or are negotiating) a contract, other transaction or arrangement to procure goods or services? If so, please identify the entity and the ownership or control interest. Please also identify any that you expect to have in the next 12 months.**

- 3. Do you have (or did you have in the past 12 months) a fiduciary relationship (e.g., as a director, trustee, or officer) with an entity with which TPS has entered (or is negotiating to enter) a contract, other transaction or arrangement? Please also identify the entity and the fiduciary relationship. Please also identify any that you expect to have in the next 12 months.**

- 4. Do you have (or did you have in the past 12 months) a personal relationship with an individual who has a business, financial, or fiduciary relationship with TPS? If so, please identify the person and the relationship. Please also identify any that you expect to have in**

the next 12 months.

5. Please indicate suggested means of mitigating any of the situations identified in Items 1 through 4 above.

6. If questions 1 through 5 above are not applicable, please initial your agreement with the following statement, if true:

I know of no professional, business, financial, fiduciary, personal, or volunteer position or responsibility, including vendor situations, which might give rise to an actual or apparent Conflict of Interest or otherwise impair my ability to make decisions in the best interests of TPS.

Your Initials: _____

To the best of my knowledge and belief, I attest that all of the information contained herein is true and accurate.

Signature

Date

Position with Topeka Public Schools