

PENN MANOR SCHOOL DISTRICT

BOARD OPERATIONS GUIDELINE

APPROVED: January 18, 2011

REVISED:

006-BOG-2. ABSTENTIONS FROM VOTING

Conflict Of Interest

Conflict of interest is defined as use by a public official or public employee of the authority of his/her office or employment or any confidential information received through his/her holding public office or employment for the private pecuniary benefit of him/herself, a member of his/her immediate family or a business with which s/he or a member of his/her immediate family is associated.

Immediate family is defined as a parent, spouse, child, brother or sister.

Conflict Of Interest Abstentions

A public official or public employee who, in the discharge of his/her official duties, would be required to vote on a matter that would result in a conflict of interest shall abstain from voting and, prior to the vote being taken, publicly announce and disclose the nature of his/her interest as a public record in a written memorandum filed with the person responsible for recording the minutes of the meeting at which the vote is taken.

Abstentions will be recorded as such.

A written memorandum is not required to be filed when a conflict is defined by any law, rule, regulation, order or ordinance. Section 1111 of the Pennsylvania School Code prohibits voting by a Board member to hire certain relatives. In that case, filing the abstention memorandum is not required because the conflict of interest is specifically stated in law.

Abstentions For Other Reasons

A Board member who abstains from voting for any reason other than a conflict of interest is not required to disclose the reason nor to file a written memorandum.