

Adopted: 10/19/2015

Revised: _____

District 511
Ethical Practices Regarding The Acquisition of Goods and Service

Adrian Public School requires and encourages compliance with various statutory and state policy requirements related to individuals who acquire goods, services, and utilities and the ethical standards they have to meet.

It is the expectation of the Adrian Public School Board that administration, supervisory staff, and employees have an absolute duty and responsibility to take all actions necessary to prevent an employee in any way in the acquisition of goods, services, and utilities from being put in a position where that individual employee might have a conflict of interest. Acquisition of goods, services, and utilities means purchasing, procuring, contracting, getting, buying, selling, or trading anything with any value that comes into possession or leaves the possession of the Adrian Public School. This includes all kinds of contracts, agreements, orders, etc. to which the Adrian Public School may be a party.

Any suggestion, inquiry and/or intimation that an actual conflict of interest exists will be immediately acted upon by the Adrian Public School. Potential conflicts of interest and the appearance of a conflict of interest are to be avoided at all times. Employees who have questions regarding potential conflicts or the appearance of a conflict of interest should contact the Superintendent or Business Manager.