



# Rolling River School Division

## ADMINISTRATIVE PROCEDURE

### GBCA – EMPLOYEE CONFLICT OF INTEREST

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The Rolling River School Division recognizes that from time-to-time employees may find themselves in a conflict of interest situation. The Board also recognizes that, due in part to its large geographical region and small rural towns, members of the same family (immediate relative) may be employed by the division. Therefore, it is imperative that Rolling River School Division employees remember:

- they occupy positions requiring public trust and confidence and are expected to discharge their duties and responsibilities professionally and impartially.
- to exercise the greatest care that neither their influence with students nor their position with the Division will be used for personal advantage or to promote the commercial or partisan interests of any person, business or institution.
- no teacher shall tutor his/her students for profit.
- to avoid situations which are, or may appear to be, in conflict with their responsibilities to act in the best interest of the Division.
- they are required to disclose any potential conflict of interest situation.

**Definition:** For the purpose of this policy/regulation an immediate relative is defined as father, mother, son, daughter, sister, brother and spouse including common-law.

**Date Adopted:** January 4, 1986

**Date Revised:** December 1, 2005

**Date Reaffirmed:** October 21, 2009

**Date Revised:** November 15, 2011

**Date Reaffirmed:** June 22, 2016

**Date Reaffirmed:** October 7, 2020