

## **School Board Member Financial Disclosure**

Board members are required by law to disclose certain items received in connection with serving on the Board. If Board members receive such items, they must file a report with the secretary of state on forms prescribed by the secretary of state. Such report must be filed on or before January 15, April 15, July 15 and October 15 of each year, and shall cover the period since the last report. The report must contain the name of the person from whom the reportable item was received, its value and the date of receipt. Board members who do not receive any items that must be reported are not required to file a report.

Items which must be reported include the following:

1. Any money received including a loan, pledge, advance, guarantee of a loan or any forbearance or forgiveness of indebtedness from any person with a value greater than \$53.
2. Any gift of any item of real or personal property other than money with a value of greater than \$53.
3. Any loan of real or personal property if the value of the loan is greater than \$53. "Value of the loan" means the cost saved or avoided by the Board member by not borrowing, leasing or purchasing comparable property from a source available to the general public.
4. Any payment for a speech, appearance or publication.
5. Tickets to a sporting, recreational, educational or cultural event with a value greater than \$53 for any single event.
6. Payment of or reimbursement for actual and necessary expenses for travel and lodging for attendance at a convention, fact-finding mission or trip, or other meeting if the Board member is scheduled to deliver a speech, make a presentation, participate on a panel or represent the school district unless the payment for such expenditures is made from public funds or from the funds of any association of public officials or public entities such as the Colorado Association of School Boards (CASB).
7. Any gift of a meal to a fund-raising event of a political party.

The financial disclosure need not include the following:

1. A contribution or contribution in kind that already has been reported pursuant to the Fair Campaign Practices Act.

2. Any unsolicited item valued at \$53 or less, such as a pen, calendar, plant, book, note pad or similar item.
3. Any unsolicited token or award of appreciation in the form of a plaque, trophy, desk item, wall memento or similar item.
4. Payment of or reimbursement for actual and necessary expenses for travel and lodging for attendance at a convention, fact-finding mission or trip, or other meeting **if the Board member is scheduled to deliver a speech, make a presentation, participate on a panel or represent the school district** if the payment or reimbursement is made from public funds or from the funds of any association of public officials or entities such as CASB.
5. Payment of salary from employment including other government employment.

To avoid misunderstandings about the value of an item, the donor must furnish the Board member with a written statement of the dollar value of the item when it is given.

Adopted: June 1999

Revised: March 2007

Revised: CASB Overhaul 2014

LEGAL REF.: C.R.S. 24-6-201 *et seq.* (*Colorado Sunshine Act – public official disclosure*)