



FOXBOROUGH PUBLIC SCHOOLS

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ETHICS REQUIREMENTS FOR FOXBOROUGH PUBLIC SCHOOLS EMPLOYEES

Office of the Superintendent of Schools

From the Mass.gov website regarding mandated Ethic Requirements:

“Every 2 years, all state, county and municipal employees must complete a conflict of interest law online training program. Newly elected or appointed public employees must complete this training within 30 days of beginning public service, and every 2 years thereafter. In addition, every year all state, county and municipal employees must be provided with the summary of the conflict of interest law. Newly elected or appointed public employees should be provided with the summary within 30 days of election or appointment, and on an annual basis thereafter. All public employees are required to sign a written acknowledgment that they have been provided with the summary.”

Following are instructions to meet these obligations:

- Fill out the attached “Acknowledgment of Receipt” form which indicates that you have received the *Summary of the Conflict of Interest Law for Municipal Employees*,” also attached. Submit the Acknowledgment form to Janet Gracia in the Central Office (either electronically or via hard copy).
- Complete the online training for municipal employees (accessed by the link below) and submit the training certificate to the Central Office either electronically or via hard copy. (Keep a copy for your records.)

<https://www.mass.gov/how-to/complete-the-online-training-program-for-municipal-employees>

If you have any questions, please contact Janet Gracia in the Central Office at:

Internal extension: 51661, or

External phone: 508-543-1655, or

Via email at: graciaj@foxborough.k12.ma.us

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Foxborough Public Schools do not discriminate on the basis of race, color, sex, gender identity, religion, national origin, sexual orientation or disability.