



## SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

### Agenda Item Summary

Meeting Date: February 23, 2026

Agenda Section: Consent

Agenda Item Title: TASB Board Policy update to DBD (Local)

From/Presenters: Rita Uresti, Executive Director of Human Resources

Description: The proposed TASB Board Policy update to DBD (Local) includes an amendment clarifying restrictions related to public office for assistant principals and above, as well as certain central office administrative positions. The updated policy prohibits these employees from becoming candidates for or holding elected public office in Bexar County, in other counties that have direct or indirect contractual relationships with the District, or in any position that would conflict with their District responsibilities. The policy applies to positions that supervise employees or involve responsibility for public funds. Current employees in violation at the time of adoption will be subject to nonrenewal at the end of their contract term, while future violations may constitute good cause for termination. Applicants who would violate this policy are automatically disqualified from employment consideration.

Historical Data: This policy was last updated on November 17, 2025.

Recommendation: Approval of TASB Board Policy update to DBD (Local).

Purchasing Director and Approval Date: N/A

Funding Budget Code and Amount: N/A

Goal:

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS  
CONFLICT OF INTEREST

DBD  
(LOCAL)

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**Note:** For conflicts of interest and gifts and gratuities related to federal grants and awards, see CB and CBB.

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**Disclosure —  
General Standard**

An employee shall disclose to his or her immediate supervisor a personal financial interest, a business interest, or any other obligation or relationship that in any way creates a potential conflict of interest with the proper discharge of assigned duties and responsibilities or with the best interest of the District.

**Specific Disclosures**  
Substantial Interest

The Superintendent shall file an affidavit with the Board President disclosing a substantial interest, as defined by Local Government Code 171.002, in any business or real property that the Superintendent or any of his or her relatives in the first degree may have.

Any other employee who is in a position to affect a financial decision involving any business entity or real property in which the employee has a substantial interest, as defined by Local Government Code 171.002, shall file an affidavit with the Superintendent; however, the employee shall not be required to file an affidavit for the substantial interest of a relative.

Interest in Property

The Superintendent shall be required to file an affidavit disclosing interest in property in accordance with Government Code 553.002.

Annual Financial  
Management  
Report

The Superintendent, as the executive officer of the District, shall provide to the District in a timely manner information necessary for the District's annual financial management report. [See BBFA]

**Public Offices**

1. Becoming a candidate for nomination or election to any elective public office within Bexar County;
2. Being an elected public officer within Bexar County;
3. Becoming a candidate for nomination or election to any elective public office;
4. Being an elected public officer within another county within the state that has direct or indirect contractual relations with the District; or
5. Being a candidate for or holding an elected public office that would conflict with the employee's position in the District.

This section applies to positions of assistant principal and above and any central office position considered an administrative position that involves the supervision of other employees, or that involves responsibility for the administration of public funds. Current employees who are in violation of this section at its time of adoption are not subject to immediate termination but will be subject to nonrenewal at the end of their current contract periods [see DFBB(LOCAL)]. Violation of this section by employees hired after its adoption will be considered good cause for termination.

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS  
CONFLICT OF INTEREST

DBD  
(LOCAL)

Any applicant for employment with the District who would violate this policy is automatically disqualified from consideration for employment with the district.

**Gifts**

An employee shall not accept or solicit any gift, favor, service, or other benefit that could reasonably be construed to influence the employee's discharge of assigned duties and responsibilities. [See CAA, CB, and CBB]

**Endorsements**

An employee shall not recommend, endorse, or require students to purchase any product, material, or service in which the employee has a financial interest or that is sold by a company that employs or retains the District employee during nonschool hours. No employee shall require students to purchase a specific brand of school supplies if other brands are equal and suitable for the intended instructional purpose.

**Sales**

An employee shall not use his or her position with the District to attempt to sell products or services.

**Nonschool  
Employment**

An employee shall disclose in writing to his or her immediate supervisor any outside employment that in any way creates a potential conflict of interest with the proper discharge of assigned duties and responsibilities or with the best interest of the District.

Private Tutoring

An employee shall disclose in writing to his or her immediate supervisor any private tutoring of District students for pay.

**Personal Services  
Performed by an  
Administrator**

An administrator, as defined in law, shall not receive any financial benefit for the performance of personal services except as permitted by and in accordance with law.

An administrator, other than a Superintendent or an assistant superintendent, who wishes to seek Board approval to perform personal services permitted by law shall submit that request to the Superintendent in accordance with administrative regulations.