

**RULE**

**Department of Civil Service  
Board of Ethics**

Disclosure Forms (LAC 52:I.1309)

In accordance with the provisions of the Administrative Procedure Act, R.S. 49:950 et seq., the Department of Civil Service, Board of Ethics, has amended rules for the Board of Ethics to codify the rules with current statutory provisions. This Rule is hereby adopted on the day of promulgation.

**Title 52**

**ETHICS**

**Part 1. Board of Ethics**

**Chapter 13. Records and Reports**

**§1309. Disclosure Forms Filed Pursuant to R.S.**

**42:1119(B)(2) of the Code**

A. Disclosure forms filed pursuant to R.S. 42:1119(B)(2)(a) of the code shall:

1. be on a form approved by the board or a form which is substantially the same as the form approved by the board;
2. be filed by September 15th of each school year;
3. be signed by the school board member or superintendent and contain:
  - a. the name, address, and position of the school board member or superintendent;
  - b. the name, relationship, and position of the immediate family member and the date of the family member's employment;
  - c. the parish in which the school board member or superintendent serves and the date of the commencement of such service; and
  - d. which of the following exceptions applies to the immediate family member:
    - i. classroom teacher certified to teach;
    - ii. employed by school board for more than one year prior to the school board member, or charter school board member or the superintendent becoming a member of the school board or the superintendent; or
    - iii. served in public employment on April 1, 1980, the effective date of the code;
    - iv. certified school bus operator;
    - v. brother/sister-in-law employed before August 15, 1999.

B. - C. ...

AUTHORITY NOTE: Promulgated in accordance with R.S. 42:1134(A).

HISTORICAL NOTE: Promulgated by the Department of Civil Service, Board of Ethics, LR 23:1300 (October 1997), amended LR 26:629 (April 2000), LR 42:1655 (October 2016), amended LR 48:2729 (November 2022).

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