



RICHWOODS R-VII SCHOOL DISTRICT

Ted Barrett, President
David Hoffmann, Jr., Member
Lindell Conway, Chief Academic Officer

Gary Boyer, Jr., Vice President
Peggy Reichardt, Member
Cody Schott, Member

Michelle Emily, Treasurer
Mellissa Thurmon, Member
Laura Bennett, Board Secretary

This packet of documents is provided as an example of what to expect when completing the Board Candidate Filing Packet and may not be used as the official documents. Packets may be obtained and completed during the dates and times specified; not before or after.

Thank you for supporting our school.

BOARD CANDIDATE NOTICE

Board Candidate filing for the April 7, 2026, election will begin on **December 9, 2025, at 8:00 a.m.** (first in-first on), and will continue during the district's regular business hours (Mon-Fri, 7:00 a.m.-3:00 p.m.) for regular school days (December 10-19). Filing will be **by appointment only during winter break (December 22-29)**. In the event of inclement weather, call 573-678-2257 to verify availability of staff; filing will not occur on days that the administrative office is closed. Filing will end on **December 30, 2025, and the office will only be open for filing from 3:00 p.m. to 5:00 p.m.** Filing must be completed and turned in by the stated end times. There are three (3) 3-year terms and one (1) 1-year term open.

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NOTICE: All Board and Board-Elect Members should attend the Reorganization of the Board meeting on Thursday, April 16, 2026, at 7:00 p.m. in the Richwoods School Library.

2026 ELECTION CALENDAR

TYPE/DATE ELECTION	DECLARATION OF CAND. OPEN 16 WK/CLOSE 11 WK	Final Certification TO CLERK 10 WKS	CLOSE OF REGISTRATION 4TH WEDNESDAY
SPECIAL (BOND ELECTIONS ONLY)			
2/3/26	10/7/25 - 10/28/25	11/25/25	1/7/26
GENERAL MUNICIPAL			
4/7/26	12/9/25 - 12/30/25	1/27/26	3/11/26
PRIMARY			
8/4/26	2/24/26 - 3/31/26	5/26/26	7/8/26
GENERAL			
11/3/26	7/7/26 - 7/28/26	8/25/26	10/7/26

POLITICAL SUBDIVISION CANDIDATES' WITHDRAWAL DATE: SAME DAY AS NOTICE OF ELECTION DUE DATE, JANUARY 27th FOR APRIL.

CANDIDATES FOR AMBULANCE DISTRICTS SOLELY LOCATED IN FRANKLIN COUNTY AND CANDIDATES FOR SPECIAL ROAD DISTRICTS WILL FILE WITH THE COUNTY CLERK.

CAMPAIGN DISCLOSURE: IF ANY CANDIDATE PLANS TO:

- A: TOTAL ACTIVITY IS \$1,000 OR **MORE**; (INCLUDES CONTRIBUTIONS RECEIVED + EXPENDITURES MADE BY THE CANDIDATE OR ANY OTHER PERSON WITH THE CANDIDATE'S KNOWLEDGE); **and**
- B: RECEIVE **MORE** THAN \$325 FROM A SINGLE CONTRIBUTOR

THAT CANDIDATE MUST FORM A COMMITTEE AND FILE DISCLOSURE REPORTS ACCORDINGLY.

CONTACT: MISSOURI ETHICS COMMISSION FOR THESE REPORTS 1-800-392-8660 or www.mec.mo.gov

PERSONAL FINANCIAL DISCLOSURE: NOT TO BE CONFUSED WITH CAMPAIGN DISCLOSURE. IF YOUR DISTRICT HAS AN OPERATING BUDGET IN EXCESS OF ONE MILLION DOLLARS, YOU ARE REQUIRED TO FILE PERSONAL DISCLOSURE STATEMENTS. PLEASE REFER TO YOUR ORDERS SUBMITTED TO THE ETHICS COMMISSION TO SEE IF CANDIDATES MUST FILE THE PERSONAL DISCLOSURE STATEMENT.

IF YOU HAVE ANY QUESTIONS, PLEASE FEEL FREE CALL: 636-583-6364.

S/ TIM BAKER, COUNTY CLERK
AND ELECTION AUTHORITY
FRANKLIN COUNTY

P.S. DON'T FORGET TO PLACE YOUR NOTICE OF DECLARATION OF CANDIDACY FOR THE APRIL ELECTION IN THE PAPER NO LATER THAN THE FIRST PART OF DECEMBER. AS IN THE PAST, WE WILL BE CALLING BEFORE THEN FOR MORE INFORMATION AND AS A REMINDER.

G:Election Forms/2026 ELECTIONS/Calendar 2026

SCHOOL BOARD ELECTIONS
(Candidate Declaration)

To: Board Secretary of the Richwoods R-VII School District or Designee

I, the undersigned, a resident of the Richwoods R-VII School District, declare myself a candidate for the office of a director of said school district for a term of ☐ **three (3) years** **OR** ☐ **one (1) year**, to be voted on at the municipal election to be held on the 7th day of April, 2026.

I declare that I am eligible to hold office in accordance with Missouri law. I:

1. Am a citizen of the United States of America. Mo. Const. art. VII, § 8; § 162.291, RSMo.
2. Am a resident taxpayer of the Richwoods R-VII School District. § 162.291, RSMo.
3. Will have resided in the district and Missouri for a minimum of one year immediately preceding my election, if elected. Mo. Const. art. VII, § 8; § 162.291, RSMo.
4. Am at least 24 years of age. § 162.291, RSMo.
5. Am not delinquent in the payment of any state income taxes, personal property taxes, municipal taxes or real property taxes on my place of residence listed below. If I am a past or present corporate officer of any fee office, I verify that office does not owe any taxes to the state. I understand that I am required by law to file an affidavit stating these facts with the Missouri Department of Revenue. § 115.306, RSMo.
6. Have not been found guilty of nor have I pled guilty to a felony under the federal laws of the United States of America or to a felony under Missouri law or an offense committed in another state that would be considered a felony in Missouri. § 115.306, RSMo.
7. Am not registered or required to be registered as a sex offender pursuant to Missouri law. § 162.014, RSMo.
8. Have filed, or the treasurer of any existing candidate committee has filed, all required campaign disclosure reports with the Missouri Ethics Commission, when applicable, for all previous elections in which I was a candidate. § 130.071, RSMo.

Note: All information provided to the district will be a public record that must be disclosed under the Missouri Sunshine law when requested by members of the public.

FILE: BBB-AF2
Critical

Print Name as it Should Appear on Ballot

Address

City

Zip Code

Phone

E-mail Address

I swear that the above information is true and accurate, that I am legally eligible to be a candidate for the office of director of this school district, and that I am legally able to hold office if elected or otherwise appointed to the position.

Candidate's Signature

Date

Subscribed and sworn to before me on _____ [date] at _____ [time].

Signature of Board Secretary, Authorized Designee or Notary

I understand that if I am elected or appointed to the board, I am required by law to successfully complete 18.5 hours of board training within one year of the date I am elected or appointed. § 162.203, RSMo.

Use if Ballot Placement Is by Random Drawing

Number Drawn: _____

Candidate's Initials to Verify Number Drawn: _____

Implemented: 12/18/2014

Revised: 08/17/2023

Richwoods R-VII School District, Richwoods, Missouri

SCHOOL BOARD ELECTIONS
(Notice of Candidate's Obligation to File a Financial Interest Statement)

***(District has adopted MSBA policy BBFA, certified the policy and
mailed it to the Missouri Ethics Commission biennially by the statutory deadline)***

You *must* file the short-form version of the Missouri Ethics Commission's (MEC's) financial interest statement with the MEC by 5:00 p.m. on **January 13, 2026**, (date that is 14 days after close of filing for office). This form is also titled "Financial Disclosure Statement for Political Subdivisions." Pursuant to ' 105.485.4, RSMo., the Richwoods R-VII School District has adopted a policy that establishes and makes public its own method of disclosing potential conflicts of interest and substantial interests, therefore excluding the district's Board members and candidates from some of the more onerous statutory disclosure requirements. *A copy of the policy (BBFA) is attached to this notice or is available on the district's website.*

The district's policy and state law still require Board members to disclose some information to the MEC, and it is your obligation to carefully review the district's policy and the MEC financial interest statement form and make the required disclosures to the MEC. You are also required by law to provide a copy of the financial interest statement you file with the MEC to the district. The district requires that you complete this form even if you do not have any transactions to disclose on the form.

You may obtain a copy of the financial interest statement form on the MEC website at www.mec.mo.gov, and you may file the statement electronically on the MEC website. If you decide to mail your financial interest statement to the MEC, it must be postmarked by midnight on the day prior to the deadline. Mail it to: Missouri Ethics Commission, P.O. Box 1370, Jefferson City, MO, 65102. Do not forget to also provide the district a copy of the financial interest statement you file with the MEC.

For more detailed information about the filing requirements, please review the summary of laws provided to you when you signed up as a candidate or contact the MEC at 800-392-8660.

* * * * *

***Note: The reader is encouraged to review policies and/or procedures for related information
in this administrative area.***

**Starting January 1,
you can file this form online instead of on paper**

*Prior to January 1, filers must complete the paper form,
and submit via mail, email, fax, or hand-delivery*

If you already have a MEC Online ID (ex: F#####) and password from a previous PFD filing, **starting January 1**, simply log-in using that information.

If you are a new electronic filer, follow the steps below to create your filer account:

1. Go to mec.mo.gov and select *LOGIN* on the top right.
2. Select *PFD E-Filer Account Request* from the drop down menu and complete the required information.
3. Select *Submit Account Information* to submit.
4. Upon staff processing the request, an MEC Online ID and password will be sent to the email address provided. You will then be able to electronically file your PFD starting January 1.

Questions? Call 573-751-2065 or email pfdonline@mec.mo.gov

You can request the redaction of your dependent child's name and employment information by completing a redaction request form, linked under the "Forms" section on our homepage.



08/2025



Missouri Ethics Commission (MEC)

PO Box 1370, Jefferson City MO 65102, Fax: 573-526-4506, pfdonline@mec.mo.gov

Office Use:

Financial Disclosure Statement for Political Subdivisions

105.485(4), RSMo

1. Statement Information (select one)

Type: ☐ New ☐ Amended

2. Filing Status & Time Period Covered (select one & insert time period)

A. Filing Status

- ☐ **Annual Filer:** file from Jan 1 to Dec 31 of prior year (if no longer serving, enter the time period served), due by May 1
- ☐ **Newly Appointed/Employed:** file for calendar year before start date, due within 30 days
- ☐ **Incumbent Candidate:** file from Jan 1 of prior year to closing date for candidacy (may be longer than 12-month period), due within 14 days of closing date for candidacy
- ☐ **New Candidate:** file for the 12-month period before the closing date for candidacy, due within 14 days of closing date for candidacy

B. Time Period Covered: From ____/____/____ to ____/____/____ (mm/dd/yyyy)

3. Filer Information

Filer's name (First, Middle, Last)

Spouse's name (First, Middle, Last)

Mailing address

City, State, Zip

Dependent child's name* (First, Middle, Last)

Dependent child's name* (First, Middle, Last)

Name of Political Subdivision or State Agency

Title (Position/Office Seeking)

☐ Check if spouse is filing separate from yourself (if your spouse is not required to file a PFD, this statement MUST disclose his/her information).

*Includes all children, stepchildren, foster children and wards under the age of eighteen residing in the person's household and who receive in excess of 50% of their support from the person.

4. Transaction Information

A. List the transactions, valued at more than \$500, you, your spouse, or any relative within the first degree of blood or marriage had with the political subdivision listed above. *Do not include* compensation received as an employee, payment of taxes, fees or penalties or transfers for no consideration.

Date (mm/dd/yyyy)

Parties involved in transaction

Date (mm/dd/yyyy)

Parties involved in transaction

B. List the transactions for any business entity, in which you, your spouse, or dependent child(ren) held a substantial interest, that conducted business with the political subdivision listed above valued at more than \$500. *Do not include* payments of taxes, fees or penalties due to the political subdivision or transactions involving payment for providing utility service to the political subdivision or transfers for no consideration. (NOTE: Substantial interest includes ownership of 10% of the business entity or interest valued at \$10,000 or more, or from which a salary, gratuity or other compensation of \$5,000 or more is paid per calendar year).

Date (mm/dd/yyyy)

Name of Business

Parties involved in transaction

Date (mm/dd/yyyy)

Name of Business

Parties involved in transaction

5. Signature (select one, sign & date)

- ☐ I affirm and attest under penalty of perjury that information and facts in this report are complete, true, and accurate. I further acknowledge that I am aware that any false statement or declaration made herein is punishable under Ch. 575 RSMo.
- ☐ I affirm and attest under penalty of perjury that information and facts in this report are complete, true, and accurate and that my spouse has refused or failed to provide information concerning his or her financial interest and that I have no working knowledge of such interests. I further acknowledge that I am aware that any false statement or declaration made herein is punishable under Ch. 575 RSMo.

Filer's Signature (Required)

Date (mm/dd/yyyy)

This form is required to be filed with the Missouri Ethics Commission and with the governing body of your political subdivision. All elected and appointed officials as well as employees of a political subdivision must comply with §105.454 RSMo., on conflicts of interest and their own local code of ethics.

NOTE: The following information is required from the **Chief Administrative Officer** and **Chief Purchasing Officer only**. Include information for filer, spouse and dependent child(ren).

6. **Employment**

List the name and address of each employer from whom you, your spouse, or dependent child(ren) received income of \$1,000 or more during the time period covered by this statement.

_____ Employer Name	_____ Employer Address/City/State/Zip	_____ Person's name whom received income
_____ Employer Name	_____ Employer Address/City/State/Zip	_____ Person's name whom received income

7. **Sole Proprietorships**

List each sole proprietorship owned by you, your spouse or dependent child(ren) during the time period covered by this statement.

_____ Sole Proprietorship Name	_____ Sole Proprietorship Address/City/State/Zip
_____ Sole Proprietorship Name	_____ Sole Proprietorship Address/City/State/Zip

8. **General Partnerships, Joint Ventures**

List each general partnership and joint venture in which you, your spouse or dependent child(ren) were a partner or participant, and the names of partners or co-participants, unless such names and addresses are filed with the Secretary of State, during the time period covered by this statement.

_____ General Partnership or Joint Venture Name	_____ Address/City/State/Zip	_____ Nature of Business	_____ Partner/Coparticipant's Name & Address	_____ Party Involved
_____ General Partnership or Joint Venture Name	_____ Address/City/State/Zip	_____ Nature of Business	_____ Partner/Coparticipant's Name & Address	_____ Party Involved

9. **Stocks, Bond & Other holdings**

EXCEPTION: Interest in any qualified plan or annuity pursuant to the Employees Retirement Income Security Act (ERISA) is not required to be listed.

A. **Limited Partnerships, Closely-held Corporations:** List the name of any closely-held corporation/limited partnership in which you, your spouse, or dependent child(ren) own ten percent (10%) or more of any class of the outstanding stock or units during the time period covered by this statement.

_____ Limited Partnership/Closely-held Corporation Name	_____ Address/City/State/Zip	_____ Nature of business	_____ Party Involved
_____ Limited Partnership/Closely-held Corporation Name	_____ Address/City/State/Zip	_____ Nature of business	_____ Party Involved

B. **Publicly Traded Corporation or Limited Partnership:** List the name of any publicly traded corporation or limited partnership which is listed on a regulated stock exchange or automated quotation system in which you, your spouse or dependent child(ren) own two percent (2%) or more of any class of outstanding stock, units or other equity interests during the time period covered by this statement.

_____ Corporation/Limited Partnership Name	_____ Party Involved
_____ Corporation/Limited Partnership Name	_____ Party Involved

10. **Corporations**

List the name and address of each corporation for which you, your spouse, or dependent child(ren) served in the capacity of a director, officer or receiver during the time period covered by this statement.

_____ Corporation Name	_____ Corporation Address/City/State/Zip	_____ Person's name who served in this capacity
_____ Corporation Name	_____ Corporation Address/City/State/Zip	_____ Person's name who served in this capacity

If you are a Veteran in the state of Missouri and are interested in learning more about benefits and resources available to you and your dependents, visit <https://mvc.dps.mo.gov/MoVeteransInformation/Survey/MEC>



2025-26 Personal Financial Disclosure Candidate Filing Deadlines

- **Non-candidate filers:** Newly appointed or employed individuals are required to file a Personal Financial Disclosure (PFD) within 30 days of appointment or employment.
- **All other annual filers are required to file a PFD by May 1, 2026.**

Statutory Election Date	First Day of Candidate Filing	Last Day of Candidate Filing	Personal Financial Disclosure Statement Filing Deadline* (14 days from the last day of candidate filing)	Personal Financial Disclosure Statement Filing Deadline** (21 days from the last day of candidate filing)
February 3, 2026	October 7, 2025	October 28, 2025	November 12, 2025	November 18, 2025
March 3, 2026 (see local charter)	November 4, 2025	November 25, 2025	December 9, 2025	December 16, 2025
April 7, 2026 (General Municipal Election)	December 9, 2025	December 30, 2025	January 13, 2026	January 20, 2026
August 4, 2026	February 24, 2026	March 31, 2026	April 14, 2026	April 21, 2026
November 3, 2026	July 7, 2026	July 28, 2026***	August 11, 2026	August 18, 2026

PENALTIES:

***Failure to file by 14-day deadline shall result in a late filing fee of \$10 per day.**

****Failure to file by 21-day deadline shall result in removal from the ballot.**

Penalties for jurisdictions that have adopted a conflict of interest ordinance are set by the ordinance and enforced by the jurisdiction (ex: school district, county, city, township, village, ambulance district, etc.).

PFD forms may be obtained from your local election authority or by visiting the Missouri Ethics Commission website at www.mec.mo.gov. PFDs filed by mail **MUST** be postmarked no later than midnight of the day prior to the report deadline to be considered timely filed. Reports hand-delivered on the deadline must be received by 5:00 p.m. to be considered timely. Section 105.487(4), RSMo.

***Close of filing for jurisdictions authorized to elect directors in November, such as 911 & Emergency Services directors

[RICHWOODS R-VII SCHOOL DISTRICT - BOARD CANDIDATE ELECTION - EXAMPLE](#)

SCHOOL BOARD ELECTIONS
(Acknowledgment Candidate Received Required Information)

This form must be returned to and will be retained by the school district.

Candidate's Information

Candidate's Name (Printed): _____

Today's Date: _____

On this Date I Received the Following:

1. A written notice of my obligation to file a financial interest statement, as required by ' 105.487 (1), RSMo.
2. A plain English summary of all the laws over which the Missouri Ethics Commission has enforcement powers pursuant to Chapters 105 and 130, RSMo., as required by ' 105.973, RSMo.

By my signature below, I verify that I received each of the documents described above.

Candidate Signature	Date
---------------------	------

☐ I attest that on this date I gave the above-named candidate a copy of the Notice of Candidate's Obligation to File a Financial Interest Statement, a copy of the applicable Board policy and a copy of the plain English summary of laws provided by the Missouri Ethics Commission.

OR

☐ This candidate has filed by certified mail or intends to file by certified mail, and I attest that I have included these documents with the declaration of candidacy requested on behalf of the candidate and/or have mailed them to the candidate directly.

Signature of Board Secretary or Other Person Accepting Filing	Date
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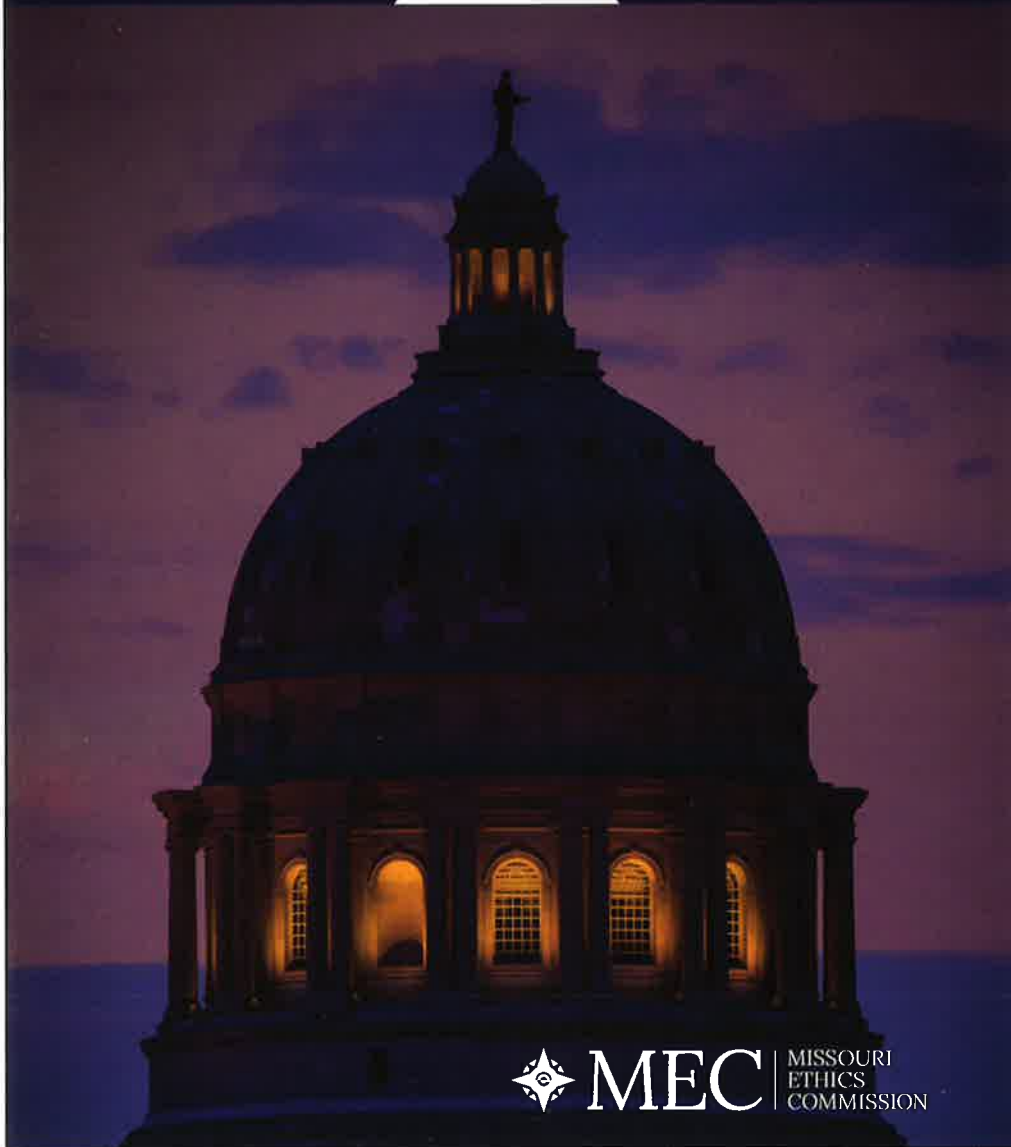
* * * * *

Note: The reader is encouraged to review policies and/or procedures for related information in this administrative area.

THE MEC GUIDE TO ETHICS LAWS

A PLAIN ENGLISH SUMMARY

2026



MEC

MISSOURI
ETHICS
COMMISSION

CAMPAIGN FINANCE

Paid for By Requirements

Campaign Material Identification



MEC

MISSOURI ETHICS COMMISSION

Revised 07/2024

CAMPAIGN FINANCE

When to Form & Register a Committee



MEC

MISSOURI ETHICS COMMISSION

Revised 06/2025



Changes to Candidate's Affidavit of Tax Payments and Bonding Requirements (Form 5120)

Election year is fast approaching! The Department of Revenue (DOR) is notifying candidates and those involved with elections about a new electronic process to file the required Candidate's Affidavit of Tax Payments and Bonding Requirements (Form 5120).

As mandated by Missouri statute, RSMo 115.306.2(2), individuals filing for office are required to complete Form 5120 with DOR declaring as a candidate they are not aware of any delinquency in his/her state taxes. As stated on the declaration of candidacy, this would include state income taxes, personal property taxes, municipal taxes, or real property taxes on their place of residence.

Once the filer has completed, electronically signed, and submitted the online form, the individual will receive an email with an encrypted link to their completed Form 5120. After creating a username and password, the candidate can access their completed Form 5120 which will include the date and time the form was submitted to DOR. The candidate can download and print their form, if allowed by the election authority, they can file electronically when filing for office or present the electronically filed form on a personal device. Please note: the revised form does not require notarization.

The link to Form 5120 can be accessed through the DOR website at sa.dor.mo.gov/candidate-affidavit. Election authorities and those involved in the election process are encouraged to educate individuals filing for office about this new process. If you have any questions, please contact DOR at 573/751-9568.



Form
5120

MISSOURI DEPARTMENT OF
REVENUE

**Candidate's Affidavit of Tax Payments
and Bonding Requirements**

Candidate Information

First Name	Middle Name	Last Name	
Social Security Number	County of Residence	Telephone Number* () -	
Street Address*	City	State	Zip Code
Elected Office Candidate is Seeking BOARD MEMBER	E-mail Address		

* Please update the Department should any information change

Signature

Declaration under 115.306, RSMo : I hereby declare under penalties of perjury that I am not currently aware of any delinquency in the filing or payment of any state income taxes, personal property taxes, municipal taxes, real property taxes on the place of residence, as stated on my declaration of candidacy, or that I am not a past or present corporate officer of any fee office that owes any taxes to the state, other than those taxes which may be in dispute. I declare under penalties of perjury that I am not aware of any information that would prohibit me from fulfilling any bonding requirements for the office for which I am filing.	
Signature	Date (MM/DD/YYYY) / /

Notary Information

Embossed or black ink rubber stamp seal	Subscribed and sworn before me, this		
	day of year		
	State	County or City of St. Louis	My Commission Expires (MM/DD/YYYY) / /
	Notary Public Signature		
Notary Public Name (Typed or Printed)			

Please review 115.306, RSMo. A failure to comply may disqualify you from the ballot. Upon request by the Department of Revenue, the candidate shall provide a copy of tax receipts for the candidate's personal property, municipal, and real property taxes, and any other information necessary to demonstrate compliance with 115.306, RSMo.

Form 5120 (Revised 08-2015)

Mail to: Missouri Department of Revenue
General Counsel's Office
P.O. Box 475
Jefferson City, MO 65105

Phone: (573) 751-4450
TTY: (800) 735-2966
Fax: (573) 751-7151

Visit <http://dor.mo.gov/personal/candidates/>
for additional information.





MISSOURI DEPARTMENT OF REVENUE

MO.gov

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Mike
Kehoe

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Form 5120 - Candidate's Affidavit of Tax Payments and Bonding Requirements

Candidate Information

*First Name

Middle Name

*Last Name

*Social Security Number

*Street Address

*City

*State

*Zip Code

*County Of Residence

*Telephone Number

*Email Address

Election Information

*Elected Office Candidate is Seeking

Entity Receiving Candidate Filing ?

Election Official Address

Election Official Telephone
Number

Declaration under § [115.306, RSMo](#): I hereby declare under penalties of perjury that I am not currently aware of any delinquency in the filing or payment of any state income taxes, personal property taxes, municipal taxes, real property taxes on the place of residence, as stated on my declaration of candidacy, or that I am not a past or present corporate officer of any fee office that owes any taxes to the state, other than those taxes which may be in dispute. I declare under penalties of perjury that I am not aware of any information that would prohibit me from fulfilling any bonding requirements for the office for which I am filing.

shall provide a copy of tax receipts for the candidate's personal property, municipal, and real property taxes, and any other information necessary to demonstrate compliance with § 115.306, RSMo.

By signing below and clicking Agree, you agree to these terms.

***Signature**



I'm not a robot

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Agree

Services

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Resources from Revenue

[About Revenue](#)
[Job Opportunities](#)
[Publications](#)
[Purchasing \(Vendors\)](#)
[Annual Reports](#)
[Public Information Reports](#)
[Media Center](#)
[Statutory Interest Rates](#)
[Letter Rulings](#)
[Proposed Rules](#)

Other Resources

[Missouri Revised Statutes \(RSMo\)](#)
[Federal \(IRS\) Forms](#)
[Code of State Regulations \(CSR\)](#)
[Missouri Constitution](#)
[Related Links](#)

Connect With Us



Governor
Mike Kehoe



Director
Trish Vincent

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Register for Candidate Training

Congratulations on your candidacy for public office! If you have questions about how to navigate Missouri's ethics laws as you begin your campaign, you are encouraged to register for the Missouri Ethics Commission's webinars for new candidates. Hosted by the MEC's knowledgeable in-house experts, these webinars cover essential topics such as campaign finance and personal financial disclosure.

Register today to secure your spot and lay a strong foundation for your journey into public service.

Topics covered by MEC webinars include:

Campaign Finance:

- When and how to form and register a candidate committee
- Contributions, expenditures, and record-keeping best practices
- How to complete a campaign finance report

Personal Financial Disclosure:

- Top tips for completing a personal financial disclosure (PFD)
- Important PFD deadlines and penalties

Campaign Finance Training Series

Join the Missouri Ethics Commission (MEC) for an essential webinar series created for new candidates for public office in Missouri, hosted by the MEC's Compliance and Education Specialists.

1. When to Form and Register a Committee Webinar
2. Maintaining a Committee Webinar
3. E-Filing a Campaign Finance Report Webinar
4. After Election Guidelines Webinar

SCAN HERE FOR DETAILS
AND TO REGISTER



OR EMAIL
TRAINING@MEC.MO.GOV

Additional resources available at mec.mo.gov

- Access the full MEC training schedule—including campaign finance and PFD webinars
- Committee checklists, calendars, publications, FAQs and committee registration information
- On-demand tutorials on campaign finance topics



MEC

MISSOURI
ETHICS
COMMISSION

3411 A Knipp Drive
Jefferson City, MO 65109
Phone: 800-392-8660
573-751-2020
mec.mo.gov

Candidate Committee Checklist

As a candidate, you may need to form and register a candidate committee with the Missouri Ethics Commission if your campaign finance activity exceeds certain thresholds (see our [When to Form and Register a Committee](#) brochure). Use the checklist below to register your committee and establish best practices for committee maintenance.

Candidate Committee Registration:

- ☐ Select a committee name, incorporating the last name of the candidate.
- ☐ Select a treasurer who is a resident of the candidate's district, or any county containing a portion of the candidate's district.
- ☐ Open an official committee bank account at a bank, savings and loan, or credit union within Missouri in the name of the committee as it will be registered with the MEC.
- ☐ Complete and submit a *Statement of Committee Organization* to the MEC. To complete this statement, go to mec.mo.gov, click on the "Register or Amend a Committee" link in the "Help Center" box.

Candidate Committee Maintenance:

- ☐ Research and establish a plan for proper record-keeping. All candidates must retain records of their contributions and expenditures, regardless of if they registered a candidate committee with the MEC. Records must be kept for at least three years after the election or the last report to which the records pertain.
- ☐ Review contribution limits and restrictions on receiving and making contributions.
- ☐ Review reporting calendar and add deadlines to a calendar you check often. The MEC will email committees about relevant campaign finance deadlines. Read these emails carefully.
- ☐ File all campaign finance reports on time to avoid late fees. See below for general information about the different types of reports candidate committees may need to file. The MEC offers calendars of reporting deadlines for each election cycle at mec.mo.gov.
- ☐ Take advantage of MEC resources to assist you with campaign finance requirements. The MEC offers live webinars, recorded tutorials, publications, calendars, and more to assist candidates and committees.

2026 Candidate Committee Reporting Deadlines:

The MEC offers calendars of exact reporting deadlines for each election cycle at mec.mo.gov and in the 2026 Ethics Guide

- Quarterly Reports: Mandatory for all committees. Filed by the 15th of January, April, July, and October.
- 40 Day Before Election Report: Due the 40th day before the March 2026 and April 2026 elections. Only required if committee accepted contributions or made contributions or expenditures for the election cycle.
- 8 Day Before Election Report: Due the 8th day before any 2026 election cycle. Only required if the committee made contributions or expenditures for the election cycle.
- 30 Day After Election Report: Due the 30th day after any 2026 election cycle. Only required if the committee made contributions or expenditures for the election cycle.
- 48 Hour Report of Contribution over \$5,000: Due within 48 hours of an individual or committee receiving a monetary or in-kind contribution valued over \$5,000.
- 24 Hour Notice of Late Contribution Received: Any receipt of a monetary or in-kind contribution valued over \$250 received less than 12 days prior to an election must be reported within 24 hours.



MISSOURI
ETHICS
COMMISSION

www.mec.mo.gov
helpdesk@mec.mo.gov
573-751-2013



MoDOT has a mandate to provide quality, safe traveling conditions for the public and safe working conditions for its employees. It must do whatever it takes to make those conditions a reality. This includes placing restrictions on unauthorized roadside signs.

- Missouri State Statute 227.220 and Missouri Department of Transportation policy prohibit installation or maintenance of non-approved items on state right of way.
- Non-approved advertising signs or display materials include streamers, garage-sale signs, political signs, banners and balloons.
- Installation and maintenance of these items is unsafe for the people doing so. They also can be dangerous distractions to motorists and obstacles to department roadside operations.
- Because safety is MoDOT's top priority, the department prohibits installation or maintenance of any non-approved items on state right of way.
- MoDOT staff will remove these items wherever they are found.
- Removed signs will be temporarily stored by the entrance of the nearest MoDOT maintenance facility for self-service pick-up.

Thank you for your cooperation. For more information, call 1-888 ASK MODOT.



Missouri Department of Transportation

Policy BBBA-1: BOARD MEMBER QUALIFICATIONS

Status: ADOPTED

Original Adopted Date: 12/18/2014 | Last Revised Date: 07/17/2025 | Last Reviewed Date: 07/17/2025

All board members should have an interest in the welfare and education opportunities of students, a desire to honestly represent the public and the commitment to be a good steward of taxpayer resources. All persons interested in serving on the board of education, whether elected or appointed, will meet all legal requirements for candidates in school board elections, including the following:

1. Be citizens of the United States of America. Mo. Const. art. VII, § 8; § 162.291, RSMo.
2. Be resident taxpayers of the Richwoods R-VII School District. A "taxpayer" is an individual who has paid taxes to the state or any subdivision thereof within the immediately preceding 12-month period, or the spouse of such individual. § 162.291, RSMo.
3. Have resided in the district and Missouri for a minimum of one year immediately preceding their election or appointment. Mo. Const. art. VII, § 8; § 162.291, RSMo.
4. Be at least 24 years of age. § 162.291, RSMo.
5. Not be delinquent in the payment of any state income taxes, personal property taxes, municipal taxes or real property taxes on their place of residence. If an applicant is a past or present corporate officer of any fee office, that office cannot be delinquent in the payment of any taxes owed the state. § 115.306, RSMo.
6. Have not been found guilty of nor pled guilty to a felony under the federal laws of the United States of America or to a felony under Missouri law or an offense committed in another state that would be considered a felony in Missouri. § 115.306, RSMo.
7. Have not been convicted of or entered a guilty plea for the offense of assault in the first or second degree under § 565.050 or § 565.052, RSMo., or the offense of harassment in the first or second degree under § 565.090 or § 565.091, RSMo., where such assault or harassment occurred on school district grounds. § 162.014, RSMo.
8. Not be registered or required to be registered as a sex offender pursuant to § 162.014, RSMo.
9. Have filed, or the treasurer of an existing candidate committee has filed, all required campaign disclosure reports with the Missouri Ethics Commission, when applicable, for all previous elections in which they were candidates. § 130.071, RSMo.

Oath of Office

Newly elected or appointed members of the board officially qualify as board members when they take the oath of office and sign the oath, as required by law.

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Version BBBA-1C.1G (07/25)

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
§ 115.306, RSMo.	State Statute
§ 130.071, RSMo.	State Statute
§ 160.011, RSMo.	State Statute
§ 162.014, RSMo.	State Statute
§ 162.203, RSMo.	State Statute
§ 162.291, RSMo.	State Statute

State

§ 162.301, RSMo.

§ 561.021, RSMo.

Mo. Const. art.VII § 11

Mo. Const. art.VII § 8

Description

[State Statute](#)

[State Statute](#)

[State Constitution](#)

[State Constitution](#)

Cross References

AA

Description

[SCHOOL DISTRICT LEGAL STATUS](#)

Policy BBF: SCHOOL BOARD MEMBER ETHICS

Status: ADOPTED

Original Adopted Date: 12/18/2014 | **Last Revised Date:** 08/17/2023 | **Last Reviewed Date:** 08/17/2023

Board members accept the fiduciary responsibilities of holding a public office for school district governance on behalf of district residents and in accordance with the laws of Missouri and the United States.

The key principles to be observed in upholding these responsibilities are the duties of care, loyalty and public trust.

Duty of Care – Board members will be attentive to the responsibilities of their office including, but not limited to, those set out by law, board policy and board directive. They will act in good faith and in a reasonably prudent manner after due consideration of all provided information. Under the duty of care, board members will prepare for meetings by reading the provided information and contacting the superintendent for clarification. Board members will consider the ideas and opinions of administrators, advisors and other board members as well as any input received from district residents before casting a vote in meetings. Board members will effectively manage district assets, ensure quality staffing and resources, monitor district processes and demonstrate accountability for decisions.

Duty of Loyalty – Board members will place the interests of the district and its students before personal interests. In general, board members cannot use their positions of trust, confidence and inside knowledge to further their own personal interests or those of their family and friends. Board members will avoid nepotism and conflicts of interest and will take only those actions that will advance the district mission and vision.

Duty of Public Trust – Board members will act in a manner that builds and maintains the community's confidence that the board is acting legally, ethically, responsibly, transparently and in the best interest of the students and the taxpayers. Board members will avoid even the appearance of impropriety. The duty of public trust includes, but is not limited to, the obligation to follow the law, meaningfully engage the public, keep the public informed of board decisions and admit and correct mistakes. Board members will interact professionally with other board members, the superintendent, district staff and stakeholders.

No list can comprehensively capture all the decisions and actions required under the duties of care, loyalty and trust. However, a board member adhering to the requirements of the office will:

1. Remember that the first and greatest concern must be the educational welfare of the district's students.
2. Govern through board-adopted policies and follow board-adopted policies and directives.
3. Make every effort to attend all board meetings and arrive at meetings prepared to discuss the agenda items.
4. Avoid conflicts of interest or the appearance thereof and safeguard confidential information.
5. Recognize that the board acts only as a formally convened body and that individual board members have no independent authority to speak or act on the board's behalf unless they are designated by the board to do so.
6. Delegate board policy administration and school operations to a qualified superintendent and maintain a productive professional relationship with the superintendent and district staff.
7. Make employment decisions based on applicant qualifications and benefits to the district rather than personal interest.

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Version BBF-C.1B (07/23)

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State References

§ 162.031, RSMo.

Description

State Statute -
<https://simbli.eboardsolutions.com/SU/slshVClyWU73Tdpv4JZYxrPDw==>

§§ 105.450-.452, .454, .458, .462, RSMo.

State Statute -
<https://simbli.eboardsolutions.com/SU/slshVClyWU73Tdpv4JZYxrPDw==>

§§ 162.261, .471 RSMo.

State Statute -
<https://simbli.eboardsolutions.com/SU/slshVClyWU73Tdpv4JZYxrPDw==>

§§ 531.010 – .060, RSMo.

State Statute -
<https://simbli.eboardsolutions.com/SU/slshVClyWU73Tdpv4JZYxrPDw==>

§162.091, RSMo.

State Statute -
<https://simbli.eboardsolutions.com/SU/slshVClyWU73Tdpv4JZYxrPDw==>

MO COURT

Bd. of Educ. v. Tiedemann, 69 Mo. 515, 518 (1879) -
<https://simbli.eboardsolutions.com/SU/UbQL1xGtQpuhwEoCYu2lOw==>

MO COURT

Bank of Belton v. Wray, 55 Mo. App. 646 (1894) -
<https://simbli.eboardsolutions.com/SU/UbQL1xGtQpuhwEoCYu2lOw==>

MO COURT

Consol. Sch. Dist. No. 6 v. Shawhan, 273 S.W. 182 (Mo. Ct. App. 1925) -
<https://simbli.eboardsolutions.com/SU/UbQL1xGtQpuhwEoCYu2lOw==>

MO COURT

Bonsack & Pearce, Inc. v. School Dist., 49 S.W.2d 1085 (Mo. 1932) -
<https://simbli.eboardsolutions.com/SU/UbQL1xGtQpuhwEoCYu2lOw==>

MO COURT

Brickey v. Nolte, 169 S.W.2d 50 (Mo. 1943) -
<https://simbli.eboardsolutions.com/SU/UbQL1xGtQpuhwEoCYu2lOw==>

MO COURT

Consol. Sch. Dist. v. Powell, 221 S.W.2d 508 (Mo. 1949) -
<https://simbli.eboardsolutions.com/SU/UbQL1xGtQpuhwEoCYu2lOw==>

MO COURT

St. Louis Cty. v. Kelly, 377 S.W.2d 328, 332 (Mo. 1964) -
<https://simbli.eboardsolutions.com/SU/UbQL1xGtQpuhwEoCYu2lOw==>

Mo. Const. art.VII § 11

State Constitution -
<https://simbli.eboardsolutions.com/SU/slshVClyWU73Tdpv4JZYxrPDw==>

Cross References

DA

Description

FISCAL RESPONSIBILITY -
<https://simbli.eboardsolutions.com/SU/hXfEhLOxHbp1l9genrztwQ==>

Policy BBFA: BOARD MEMBER CONFLICT OF INTEREST AND FINANCIAL DISCLOSURE

Status: ADOPTED

Original Adopted Date: 12/18/2014 | **Last Revised Date:** 07/17/2025 | **Last Reviewed Date:** 07/17/2025

All directors of the Richwoods R-VII School District Board of Education shall adhere to the laws regarding conflict of interest and avoid situations where their decisions or actions in their capacity as board members conflict with the mission of the district.

Purchases Involving Federal Funds

In addition to the requirements of this policy, Board members must follow the provisions of policy DJFA and related procedures and are also subject to the conflict of interest provisions of federal law.

Definitions

Business with Which a Board Member Is Associated – For the purposes of this policy:

1. A sole proprietorship owned by the board member, his or her spouse or any dependent children in the board member's custody;
2. A partnership or joint venture in which the board member or his or her spouse is a partner, other than as a limited partner of a limited partnership, and any corporation or limited partnership in which the board member is an officer or director or of which the board member or his or her spouse or dependent children in the board member's custody, whether singularly or collectively, own more than ten percent of the outstanding shares of any class of stock or partnership units; or
3. Any trust in which the board member is the trustee or settlor or in which the board member or his or her spouse or dependent children in his or her custody, whether singularly or collectively, are beneficiaries or holders of a reversionary interest of ten percent or more of the corpus of the trust.

Fourth Degree of Consanguinity or Affinity – Includes parents, grandparents, great-grandparents, great-great-grandparents, spouse, children, siblings, grandchildren, great-grandchildren, great-great-grandchildren, nieces, nephews, grand-nieces, grand-nephews, aunts, uncles, great-aunts, great-uncles, and first cousins by virtue of a blood relationship or marriage.

Special Monetary Benefit – Being materially affected in a substantially different manner or degree than the manner or degree in which the public in general will be affected or, if the matter affects only a special class of persons, then affected in a substantially different manner or degree than the manner or degree in which such class will be affected.

Substantial Interest – A substantial interest exists when the board member or his or her spouse or dependent children in his or her custody, either singularly or collectively, directly or indirectly:

1. Own(s) ten percent or more of any business entity; or
2. Own(s) an interest having a value of \$10,000 or more in any business entity; or
3. Receive(s) a salary, gratuity or other compensation or remuneration of \$5,000 or more from any individual, partnership, organization or association within any calendar year.

Sale, Rental, or Lease of Personal Property (Property Other Than Real Estate)

No elected or appointed official of the district shall sell, rent or lease any personal property to the school district for consideration in excess of five hundred dollars' value per transaction or five thousand dollars' value per year to him or her, to his or her spouse, to a dependent child in his or her custody or to any business with which he or she is associated unless the transaction is made pursuant to an award on a contract let or sale made after public notice and competitive bidding, provided that the bid or offer accepted is the lowest received.

Sale, Rental, or Lease of Real Property (Real Estate)

No elected or appointed official of the district shall perform a service or sell, rent or lease any real property to the school district for consideration in excess of five hundred dollars' value per transaction or five thousand dollars' value per year to him or her, to his or her spouse, to a dependent child in his or her custody or to any business with which

he or she is associated unless the transaction is made pursuant to an award on a contract let or sale made after public notice.

Employment

The district shall not employ board members for compensation even on a substitute or part-time basis. The district will not accept applications of employment from board members, consider board members for employment or decide to employ board members while they remain on the school board. Board members may provide services on a volunteer basis.

Independent Contractor Services

No elected or appointed official of the district shall perform service as an independent contractor for consideration in excess of five hundred dollars' value per transaction or five thousand dollars' value per year to him or her, to his or her spouse, to a dependent child in his or her custody or to any business with which he or she is associated unless the transaction is made pursuant to an award on a contract let or sale made after public notice and competitive bidding, provided that the bid or offer accepted is the lowest received.

Businesses That Employ Board Members

A board member may participate in discussions and vote on motions for the district to do business with entities that employ the board member as long as the business is not owned by the board member and the board member will not receive any financial benefit from the transaction. The board member may need to submit a statement of interest as described below.

Statement of Interest

Before voting, board members who have a substantial personal or private interest in a decision before the board shall provide a written report of the nature of the interest to the board secretary. The written statement will be recorded in the minutes. Board members who have disclosed the interest in a financial interest statement filed or amended prior to the vote will be in compliance with this requirement.

Self-Dealing

1. Board members may not act or refrain from acting by reason of any payment, offer to pay, promise to pay or receipt of anything of actual pecuniary value, whether received or not, to themselves or any third person. This includes a gift or campaign contribution made or received in relationship to or as a condition of the performance of an official act.
2. Board members shall not favorably act on any matter that is specifically designed to provide a special monetary benefit to them, their spouses or dependent children in their custody.
3. Board members will not use their decision-making authority for the purpose of obtaining a financial gain that materially enriches them, their spouses or dependent children in their custody by acting or refraining from acting for the purpose of coercing or extorting anything of actual pecuniary value.
4. Board members shall not offer, promote or advocate for a political appointment in exchange for anything of value to any political subdivision.
5. A board member will not attempt to directly or indirectly influence or vote on a decision when the board member knows the result of the decision may be the acceptance by the district of a service or the sale, rental or lease of property to the district and the board member, his or her spouse, dependent children in his or her custody or any business with which the board member is associated will benefit financially. If such a transaction is presented to the board, the board member will abstain and leave the room during any deliberation.

Gifts and Gratuities

Board members and others who are subject to this policy are prohibited from accepting gifts or gratuities in excess of the amount established by the board from any vendor, vendor's representative or person who does or is attempting to do business with the district. Gifts and gratuities include, but are not limited to, money, personal

property, free meals, tickets to events, travel expenditures and games of golf. Door prizes and other randomly awarded prizes, such as those awarded from raffles or other fundraising events, are not considered a gift or gratuity.

Use of Confidential Information

Board members shall not use or disclose confidential information obtained in the course of or by reason of their official capacities in any manner with intent to result in financial gain for themselves, their spouses, dependent children in their custody, any business with which the board member is associated or any other person.

Even when there is no financial gain involved, failure to keep information confidential violates board ethics and board policy and could also violate state and federal law.

Nepotism

Board members shall not vote to employ or appoint any person who is related to them within the fourth degree by consanguinity or affinity. In the event that an individual is recommended for employment or appointment and the individual is related within the fourth degree to a board member, the related board member shall abstain from voting and shall leave the room during consideration of the question and the vote, unless the motion is part of a consent agenda and there is no discussion, in which case, the member need not leave the room but will refrain from voting.

For the purposes of this section, to "employ" includes hiring persons to be employees of the district and approving independent contractors who provide services to the district.

Financial Interest Statements

The Richwoods R-VII School District Board of Education hereby adopts a policy establishing and making public its own method of disclosing financial interests of board members, candidates and specified administrators, in accordance with law. Financial interest statements (also known as personal financial disclosure statements) as described below shall be filed with the Missouri Ethics Commission (MEC) and the Richwoods R-VII School District Board of Education on or before May 1 for the preceding calendar year, unless the person filing is a board candidate. Candidates must file their reports within 14 days after the last day to file for office. The reports will be made available for public inspection and copying during normal business hours.

This portion of the policy dealing with the financial interest statement will be adopted in an open meeting at least once every other year by September 15. A certified copy of this policy shall be sent to the MEC within ten days of adoption.

Board Member Disclosure

All school board members and candidates for school board will file the short-form version of the MEC's financial interest statement each year. This form is also known as the "Financial Disclosure Statement for Political Subdivisions." School board members and candidates will report the following transactions if they occurred during the previous calendar year. If no such transactions occurred, the board member or candidate will still file, but will mark the items as not applicable.

1. Each transaction in excess of \$500 per year between the district and the individual or any person related within the first degree by consanguinity or affinity to the individual. The statement does not need to include compensation received as an employee or payment of any tax, fee or penalty due the district and other transfers for no consideration to the district. The statement shall include the dates and identities of the parties in the transaction.

"First degree of consanguinity or affinity" includes parents, spouse or children by virtue of a blood relationship or marriage.

2. Each transaction in excess of \$500 between the district and any business entity in which the individual has a substantial interest. The statement does not need to include any payment of tax, fee or penalty due the district or payment for providing utility service to the district and other transfers for no consideration to the district. The statement shall include the dates and identities of the parties in the transactions.

Superintendent, Chief Purchasing Officer and General Counsel Disclosure

The superintendent, chief purchasing officer and general counsel, if employed full-time, will file the short-form

version of the MEC's financial interest statement each year. This form is also known as the "Financial Disclosure Statement for Political Subdivisions." These employees will report the following transactions if they occurred during the previous calendar year. If no such transactions occurred, these employees will still file, but will mark the items as not applicable.

These employees will disclose in writing the information required in 1) and 2) above. In addition, these employees will disclose the following information for themselves, their spouses and dependent children in their custody:

1. The name and address of each employer from whom income of \$1,000 or more was received during the year covered by the statement.
2. The name and address of each sole proprietorship the individual owned.
3. The name, address and general nature of business conducted by each general partnership or joint venture in which he or she was a partner or participant.
4. The name and address of each partner or coparticipant in the partnership or joint venture unless the information is already filed with the secretary of state.
5. The name, address and general nature of business of any closely held corporation or limited partnership in which the individual owned ten percent or more of any class of the outstanding stock or limited partners' units.
6. The name of any publicly traded corporation or limited partnership that is listed on a regulated stock exchange or automated quotation system in which the individual owned two percent or more of any class of outstanding stock, limited partnership units or other equity interests.
7. The names and addresses of each corporation for which the individual served in the capacity of director, officer or receiver.

Readopted: 11/15/2016; 11/20/2018; 09/17/2020; 08/18/2022; 07/11/2024; 07/17/2025

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
§ 105.472, RSMo.	State Statute
§ 162.261, RSMo.	State Statute
§ 162.401, RSMo.	State Statute
§ 168.126, RSMo.	State Statute
§ 171.181, RSMo.	State Statute
§§ 105.450-.458, RSMo.	State Statute
§§ 105.461-.462, RSMo.	State Statute
§§ 105.476-.492, RSMo.	State Statute
Mo. Const. art.VII § 6	State Constitution
Federal	Description
2 C.F.R. § 200,.22,.23,.38,.92,.112,.113,.317,.318	Federal Regulation

Cross References

DA

DD

DD-AP(1)

DJF-AP(1)

DJF-1

DJF-1-AP(2)

DJFA

DJFA-AP(1)

DJFA-AP(2)

DJFA-AP(3)

EHBD

EHBD-AP(1)

FEF-1

FEF-1-AP(1)

GBCA

GBL

GBL-AP(1)

GCD-1

GDC-1

JO-2

JO-2-AP(1)

JO-2-AP(2)

Description[FISCAL RESPONSIBILITY](#)[GRANTS](#)[GRANTS - \(State and Federal Programs Administration\)](#)[PURCHASING](#)[PURCHASING](#)[PURCHASING - \(Credit and Purchasing Cards\)](#)[FEDERAL PROGRAMS AND PROJECTS](#)[FEDERAL PROGRAMS AND PROJECTS - \(Managing Federal Funds—Allowable Expenses\)](#)[FEDERAL PROGRAMS AND PROJECTS - \(Managing Federal Funds—Cash Management\)](#)[FEDERAL PROGRAMS AND PROJECTS - \(Time and Effort\)](#)[ARTIFICIAL INTELLIGENCE USE](#)[ARTIFICIAL INTELLIGENCE USE - \(AI Use Plan\)](#)[CONSTRUCTION CONTRACTS BIDDING AND AWARDS](#)[CONSTRUCTION CONTRACTS BIDDING AND AWARDS - \(Soliciting Bids\)](#)[STAFF CONFLICT OF INTEREST](#)[PERSONNEL RECORDS](#)[PERSONNEL RECORDS](#)[PROFESSIONAL STAFF RECRUITING AND HIRING](#)[SUPPORT STAFF RECRUITING AND HIRING](#)[STUDENT RECORDS](#)[STUDENT RECORDS - \(K-8 Districts\)](#)[STUDENT RECORDS - \(Disclosure of Photographs, Images and Recordings Maintained by the District\)](#)