

**UNEXPIRED TERM FULFILLMENT/VACANCIES**  
***(Notice of Appointed Member's Obligation to File Financial Interest Statement)***

***(District HAS adopted MSBA Policy BBFA, certified the policy and mailed it to the Missouri Ethics Commission biannually by September 15 AND has an operating budget of over \$1 million dollars)***

You *may* have to file a Financial Interest Statement with the Missouri Ethics Commission. Pursuant to ' 105.485.4, RSMo., the Boonville R-I School District has adopted a policy which 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 statutory disclosure requirements. *A copy of the policy (BBFA) is attached to this notice.*

However, because the district=s policy still requires its Board members to disclose some information to the Missouri Ethics Commission, it is your obligation to carefully review the policy and make the required disclosures to the Missouri Ethics Commission, if applicable. If you do not have information to disclose, you do not need to submit a Financial Interest Statement with the Missouri Ethics Commission.

If you are required to make a disclosure to the Missouri Ethics Commission and you do not file a Financial Interest Statement by \_\_\_\_\_ (a date which is within 30 days of appointment to the Board) you will be assessed a late fee of \$10 per day for each day the statement is late. If you do not file the Financial Interest Statement within 30 days after receiving a notice from the Missouri Ethics Commission to do so, you will be assessed a late fee of \$100 per day for each day thereafter the statement is late, provided that the total amount of such fees assessed will not exceed \$6,000.

If you do not file the Financial Interest Statement in the required time and still do not file it for 30 or more days after receiving notice from the Missouri Ethics Commission of your failure to file, you will be subject to suspension from office in the manner otherwise provided by law or the constitution.

The deadline for filing any statement shall be 5:00 p.m. of the last day designated for filing the statement. When the last day of filing falls on a Saturday or Sunday or on an official state holiday, the deadline for filing is extended to 5:00 p.m. on the next day which is not a Saturday or Sunday or official holiday. Any statement required within a specified time shall be deemed to be timely filed if it is postmarked not later than midnight of the day previous to the last day designated for filing the statement.

A Financial Interest Statement may be obtained from the Missouri Ethics Commission by calling 1-800-392-8660. For more detailed information about the filing requirements, please review the plain English summary of laws, or call the Missouri Ethics Commission.

FILE: BBE-AF  
Critical

Mail your Financial Interest Statement to: Missouri Ethics Commission, 221 Metro Drive, Suite A,  
Jefferson City, Missouri 65109.

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

Implemented: November 19, 2007

Revised:

Boonville R-I School District, Boonville, Missouri