



Council for
Exceptional
Children



DISES

Division of International
Special Education & Services

The voice and vision of special education

DIVISION OF INTERNATIONAL SPECIAL EDUCATION AND SERVICES
BOARD OF DIRECTORS
CONFLICT OF INTEREST ANNUAL DISCLOSURE STATEMENT-2016

As a member of the DISES Board of Directors, I recognize that I owe duties of care and loyalty to DISES, as explained in DISES Ethics and Code of Conduct policy. One aspect of fulfilling those duties is to avoid conflicts of interest in which my allegiance might be split between my DISES responsibilities and some other professional, business or volunteer position or responsibility. To help avoid conflicts, on this form I am disclosing other situations or areas in which it might appear that I (or members of my immediate family) have conflicting duties to other entities. I invite further review by DISES of any aspects of these situations or areas that might be considered appropriate. I also will take other steps, such as avoiding deliberation and resolution of certain issues, if it is determined that those steps are necessary to protect against legal liability to DISES or to me personally arising from conflicts of interest.

If the response to any of the following is none, please write "None".

(1) Professional, business or volunteer positions, responsibilities, or affiliations that might give rise to conflicts: None _____

(2) Situations in which I (or members of my immediate family) am a vendor, or am employed by or consulting with a vendor and/or affiliate of CEC or DISES: None _____

(3) Other: _____

Jugnu Agrawal

Signature of Board Member

JUGNU AGRAWAL

Printed Name

1/17/16

Date

ACKNOWLEDGED BY:

Eileen B. Raymond

Eileen Raymond, DISES President

1/20/2016

Date



The voice and vision of special education

DIVISION OF INTERNATIONAL SPECIAL EDUCATION AND SERVICES BOARD OF DIRECTORS CONFLICT OF INTEREST ANNUAL DISCLOSURE STATEMENT-2016

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(2) Situations in which I (or members of my immediate family) am a vendor, or am employed by or consulting with a vendor and/or affiliate of CEC or DISES: None

(3) Other: None

James W. Chapple
Signature of Board Member
James W. Chapple
Printed Name

January 12, 2016
Date

ACKNOWLEDGED BY:

Eileen B. Raymond
Eileen Raymond, DISES President

1/19/2016
Date



Council for
Exceptional
Children



DISES

Division of International
Special Education & Services

The voice and vision of special education

DIVISION OF INTERNATIONAL SPECIAL EDUCATION AND SERVICES
BOARD OF DIRECTORS
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None

(2) Situations in which I (or members of my immediate family) am a vendor, or am employed by or consulting with a vendor and/or affiliate of CEC or DISES: _____

None

(3) Other: _____

None

Signature of Board Member

Rita Chopra

Printed Name

Date

01-11-2016

ACKNOWLEDGED BY:

Eileen B. Raymond

Eileen Raymond, DISES President

Date

January 12, 2015



Council for
Exceptional
Children



DISES

Division of International
Special Education & Services

The voice and vision of special education

DIVISION OF INTERNATIONAL SPECIAL EDUCATION AND SERVICES
BOARD OF DIRECTORS

CONFLICT OF INTEREST ANNUAL DISCLOSURE STATEMENT-2016

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NONE

(2) Situations in which I (or members of my immediate family) am a vendor, or am employed by or consulting with a vendor and/or affiliate of CEC or DISES: _____

NONE

(3) Other: _____

NONE



Signature of Board Member

THOMAS GUMPEL

Printed Name

March 6, 2016

Date

ACKNOWLEDGED BY:

Eileen Raymond, DISES President

Date



The voice and vision of special education

DIVISION OF INTERNATIONAL SPECIAL EDUCATION AND SERVICES BOARD OF DIRECTORS CONFLICT OF INTEREST ANNUAL DISCLOSURE STATEMENT-2016

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(3) Other: None _____

jacob hackett _____

Signature of Board Member

Jacob Hackett _____

Printed Name

1-4-2016 _____

Date

ACKNOWLEDGED BY:

Eileen Raymond _____

Eileen Raymond, DISES President

1-4-2016 _____

Date



Council for
Exceptional
Children



DISES

Division of International
Special Education & Services

The voice and vision of special education

**DIVISION OF INTERNATIONAL SPECIAL EDUCATION AND SERVICES
BOARD OF DIRECTORS
CONFLICT OF INTEREST ANNUAL DISCLOSURE STATEMENT-2016**

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(1) Professional, business or volunteer positions, responsibilities, or affiliations that might give rise to conflicts: **None**

(2) Situations in which I (or members of my immediate family) am a vendor, or am employed by or consulting with a vendor and/or affiliate of CEC or DISES: **None**

(3) Other: **None**

**ANA PAULA
LOUÇÃO
MARTINS**

Assinado em forma digital por ANA PAULA LOUÇÃO MARTINS
Data: 2016.01.06 11:05:42
Direção de Tecnologia da Informação
Participação, desenvolvimento de sistemas, planejamento, implementação, suporte técnico, gestão de projetos
ANA PAULA LOUÇÃO MARTINS
E-mail: LOUÇAO@DISES.EDU

Signature of Board Member

January 6, 2016

Date

Ana Paula Loução Martins

Printed Name

ACKNOWLEDGED BY:

Eileen B. Raymond

Eileen Raymond, DISES President

1/6/2016

Date



Council for
Exceptional
Children



DISES
Division of International
Special Education & Services

The voice and vision of special education

DIVISION OF INTERNATIONAL SPECIAL EDUCATION AND SERVICES
BOARD OF DIRECTORS
CONFLICT OF INTEREST ANNUAL DISCLOSURE STATEMENT-2016

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If the response to any of the following is none, please write "None".

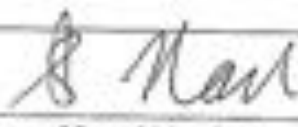
(1) Professional, business or volunteer positions, responsibilities, or affiliations that might give rise to conflicts: _____

None

(2) Situations in which I (or members of my immediate family) am a vendor, or am employed by or consulting with a vendor and/or affiliate of CEC or DISES: _____

None

(3) Other: _____



Signature of Board Member

S. NATCHEZ

Printed Name

1/01/2016

Date

ACKNOWLEDGED BY:

Eileen Raymond, DISES President

Date



2015

The voice and vision of special education

DIVISION OF INTERNATIONAL SPECIAL EDUCATION AND SERVICES BOARD OF DIRECTORS CONFLICT OF INTEREST ANNUAL DISCLOSURE STATEMENT-2015

As a member of the DISES Board of Directors, I recognize that I owe duties of care and loyalty to DISES, as explained in DISES's Ethics and Code of Conduct policy. One aspect of fulfilling those duties is to avoid conflicts of interest in which my allegiance might be split between my DISES responsibilities and some other professional, business or volunteer position or responsibility. To help avoid conflicts, on this form I am disclosing other situations or areas in which it might appear that I (or members of my immediate family) have conflicting duties to other entities. I invite further review by DISES of any aspects of these situations or areas that might be considered appropriate. I also will take other steps, such as avoiding deliberation and resolution of certain issues, if it is determined that those steps are necessary to protect against legal liability to DISES or to me personally arising from conflicts of interest.

If the response to any of the following is none, please write "None".

(1) Professional, business or volunteer positions, responsibilities, or affiliations that might give rise to conflicts: Vulnerable Children & Youth Action

PLHA - Agency, Carlow University

(2) Situations in which I (or members of my immediate family) am a vendor, or am employed by or consulting with a vendor and/or affiliate of CEC or DISES: _____

(3) Other: _____

Susan L. O'Rourke
Signature of Board Member

Susan L. O'Rourke
Printed Name

9/2/15
Date

ACKNOWLEDGED BY:

Eileen Raymond
Eileen Raymond, DISES President

9/9/15
Date



The voice and vision of special education

DIVISION OF INTERNATIONAL SPECIAL EDUCATION AND SERVICES BOARD OF DIRECTORS CONFLICT OF INTEREST ANNUAL DISCLOSURE STATEMENT-2016

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If the response to any of the following is none, please write "None".

(1) Professional, business or volunteer positions, responsibilities, or affiliations that might give rise to conflicts: Research Associate with Nelson Mandela Metropolitan University but no financial connections

(2) Situations in which I (or members of my immediate family) am a vendor, or am employed by or consulting with a vendor and/or affiliate of CEC or DISES: NONE

(3) Other: NONE

Eileen B Raymond

Signature of Board Member

Eileen Raymond

Printed Name

1/1/16

Date

ACKNOWLEDGED BY:

Vicky Spencer, DISES President Elect

Date



Council for
Exceptional
Children



DISES

Division of International
Special Education & Services

The voice and vision of special education

DIVISION OF INTERNATIONAL SPECIAL EDUCATION AND SERVICES
BOARD OF DIRECTORS
CONFLICT OF INTEREST ANNUAL DISCLOSURE STATEMENT 2016

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(3) Other: N/A

Signature of Board Member

Printed Name

Jaqueline Rodriguez

Date

1/11/16

ACKNOWLEDGED BY:

Signature of Board Member

Printed Name

Eileen B. Raymond
Eileen Raymond, DISES President

Date

1/11/16



The voice and vision of special education

DIVISION OF INTERNATIONAL SPECIAL EDUCATION AND SERVICES
BOARD OF DIRECTORS
CONFLICT OF INTEREST ANNUAL DISCLOSURE STATEMENT-2016

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None

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None

(3) Other: _____

None

Vicky G. Spraser

Signature of Board Member

Vicky G. Spraser

Printed Name

01/21/2016

Date

ACKNOWLEDGED BY:

Frederic B. Rapet

1/24/16



The voice and vision of special education

DIVISION OF INTERNATIONAL SPECIAL EDUCATION AND SERVICES BOARD OF DIRECTORS CONFLICT OF INTEREST ANNUAL DISCLOSURE STATEMENT-2016

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(3) Other: NONE

[Signature]
Signature of Board Member
Richard H. Wauke
Printed Name

12/24/15
Date

ACKNOWLEDGED BY:

[Signature]
Eileen Raymond, DISES President

1 Jan 2016
Date



Council for
Exceptional
Children



DISES

Division of International
Special Education & Services

The voice and vision of special education

**DIVISION OF INTERNATIONAL SPECIAL EDUCATION AND SERVICES
BOARD OF DIRECTORS
CONFLICT OF INTEREST ANNUAL DISCLOSURE STATEMENT-2016**

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(3) Other: None

[Signature]

Signature of Board Member

Yaoqin Xu
Printed Name

1/21/2016

Date

ACKNOWLEDGED BY:

[Signature]

Eileen Raymond, DISES President

1/23/16

Date



**BLANK FORM WITH
PRELIMINARY POLICY PAGES**

The voice and vision of special education

**BOARD OF DIRECTORS
DIVISION OF INTERNATIONAL SPECIAL EDUCATION AND SERVICES**

Ethics and Code of Conduct

The Division of International Special Education and Services (DISES) is a volunteer professional organization whose members dedicate time and effort to DISES. It is governed by an elected Board of Directors (BOD), currently consisting of twelve members.

The DISES Ethics and Code of Conduct document (“Code”) embodies guidelines and practices to be followed by all members of the BOD. This Code reflects the values to which DISES is committed on behalf of its members and the profession. The intent of this Code is to confirm that each member of the BOD will serve with integrity and conduct DISES’ business with the best interests of DISES and its members in mind. It is expected that all BOD members will follow the principles and guidelines set forth in this Code.

Fiduciary Responsibilities

The primary fiduciary duty of each member of the BOD is to act and exercise his/her judgment in a prudent manner solely in the best interests of DISES and its members in the performance of his responsibilities as a BOD member. These responsibilities include taking the steps and exercising the diligence necessary to actively participate on an informed basis in the discussion of issues and in the BOD decision-making affecting DISES.

It is expected that BOD members will render informed decisions based on available facts, a review of the issues and any related discussions and investigations, and in accordance with the DISES regulations and policies which the members believe in their best judgment are in the best interests of DISES and its members.

All members in the exercise of their fiduciary responsibilities shall be committed to and uphold DISES’ mission, constitution and bylaws, policies, rules and regulations. In particular, the BOD shall review the annual DISES Budget Plan, the DISES Strategic Plan, financial reports, and briefings by the executive director and president about the operation of the organization. In addition, BOD members shall be cognizant of and take reasonable steps to promote and support the mission of DISES by:

- a. Monitoring the appropriate management (including management compensation) of the organization.
- b. Supporting policies that improve educational, vocational, and social outcomes for all children and youth with exceptionalities wherever they may reside in the world.
- c. Promoting high professional standards.
- d. Ensuring that programs and actions are consistent with the mission and policies of DISES and all public reports relating thereto have full and accurate disclosure.

Conflicts of Interest

When issues or matters are brought before the BOD members at a meeting, a member of the BOD shall disclose to the Board any and all conflicts of interests that he or she may have as to a transaction or business to be considered by the Board at that particular meeting.

The disclosure shall be made at the time of the Board consideration and prior to any Board vote on the transaction in accordance with the guidelines set forth in Section 2, Part 1, Chapter 1, Paragraph 4 of CEC's Policy Manual (*see the reference to this policy reprinted below on page 4*).

In addition to disclosing a conflict of interest at a Board meeting as discussed above, a BOD member shall also not engage or participate in any outside activity, employment or affiliation that would constitute an actual or apparent conflict of interest without first disclosing the potential conflict of interest to the President and/or the BOD and obtaining the consent of the Board.

The reputation of DISES will be enhanced when Board members avoid situations that might lead to conflict or even suspicion of a conflict between a personal or self-interest and their fiduciary duties to DISES. Should a Board member be unsure or become personally involved in any matter that may violate the requirements or spirit of this policy, he or she must contact the DISES President in writing. If at any time a BOD member has knowledge that another BOD member has a conflict of interest, that BOD member is expected to report this matter to the attention of the Board or DISES President. After appropriate disclosures are made to the President or the Board of any potential conflicts of interest, the Board shall determine if the actions or affiliations conflict with the interests of DISES. If a Board member is compromised by a conflict of interest, or fails to disclose an actual or potential conflict of interest, the Board member may be removed from the DISES Board of Directors.

On or before December 31 of each year, each Board member shall complete and deliver to the President an annual Conflict of Interest Disclosure Statement.

Confidentiality

Privileged and confidential information shall not be disclosed without the consent of all parties involved. All information discussed and shared during the executive session of any DISES business meeting or BOD meeting shall be considered confidential and not shared or discussed out of the executive session or BOD meeting.

Professional Judgment

All members of the Board of Directors shall conduct themselves in a professional and thoughtful manner at all times. Actions, statements (written and verbal), or other conduct reflect not only on the individual but also on the organization. It must be recognized that as a BOD member, an individual has no authority to speak or act for the BOD other than to support the official actions taken by the governance bodies of DISES.

As an elected or appointed representative of DISES, individual actions have an impact on the perceptions of the organization by both the public and professional community. Positions, statements, and actions of individual members have the potential of coloring the

perception of the organization both positively and negatively. As members of this organization, we must consider the impact individual actions may have in the field, intended or otherwise, to the welfare of the organization. Being cognizant of the importance of the reputation of the organization may temper the “personal” statements or actions of members. Set forth below are standards or examples of professional conduct that a Board member is expected to follow.

Professional Conduct

As advocates for individuals with exceptionalities, the BOD is asked to make decisions and take actions that impact society. In making these decisions, an individual’s personal and professional code of ethics will be called upon to assist in the decision-making process. We must also rely on this code of ethics and professional conduct.

Each individual Board member, in his/her capacity as a BOD member, is expected to adhere to the following individual guidelines to promote the best interests of DISES and to avoid the appearance of impropriety:

- Distinguish between personal convictions and professional duties and do not allow personal beliefs to interfere with the best representation of the aims of DISES.
- Refrain from activities that are counterproductive to action being taken by the various levels of DISES governance.
- Uphold the responsibility to use his or her official title, time, equipment or information in a professional capacity and refrain from any private or inappropriate uses.
- Refrain from accepting dual compensation for performing any of his or her BOD duties.
- Recognize and respect the obligations not to coerce the offering of a gift or solicit contributions from another member, vendor, affiliate, or third party.
- Refrain from accepting compensation from outside sources for teaching, speaking, writing, or conducting publication reviews that are related to his or her official duties.
- Refrain from soliciting compensation for representation of another person or organization in which DISES may be involved or have an interest.

Definitions

For purposes of this Ethics and Code of Conduct the following definitions apply.

"Conflict of Interest" may exist when a BOD member has a direct or indirect personal interest in any entity or organization with which DISES does or may do business and/or otherwise have an affiliation. A “personal interest” includes both financial and non-financial relationships that could reasonably be expected to affect a Board member’s ability to act solely in the best interests of DISES, its members and its tax-exempt status. A direct or indirect personal interest by a BOD member’s immediate family may also constitute a conflict of interest.

“Gift” includes but is not limited to any material item or professional service with more than a nominal value that is given or provided, as well as invitations to entertainment, overnight outings or weekend outings.

“Nominal Value” is defined as any amount up to and including one hundred dollars (\$100.00)

“Immediate Family” is defined as a spouse, child, stepchild, parent, stepparent, sibling, stepsibling or any person whose relationship with the board member is similar to that of persons who are related by blood or marriage.

“Services” includes but is not limited to: material, equipment, supplies and services related to accounting, advertising, auditing, banking, construction and renovation, consulting, information technology, insurance, legal counsel, maintenance, publication, retail, and/or transportation.

“Benefit Financially” is defined as any activity that provides personal gain for the individual and members of his/her immediate family.

Reference:

In accordance with our relationship as a division of the Council for Exceptional Children (CEC), our DISES Conflict of Interest is based on and consistent with the CEC Policy on Conflict of Interest as follows:

CEC Policy Manual, Section 2, Part 1, Chapter 1, Paragraph 4:

Para. 4. Conflict of Interest

A member of the CEC Board of Directors shall disclose to the Board any and all conflicts of interests which he or she may have as to a transaction or business to be considered by the Board. The disclosure shall be made at the time of the Board consideration and prior to any Board vote on the transaction. For purposes of this Policy, a conflict of interests transaction is defined as a transaction with CEC in which a member of the CEC Board of Directors has a direct (i.e., employee, owner, co-owner) or indirect personal interest. For purposes of this Policy, a Board member (including his/her spouse or lineal descendent) has an indirect personal interest in a transaction if: (i) another entity in which he or she has a material financial interest or in which he or she is a general partner, manager or greater than 5% shareholder is a party to the transaction; or (ii) another entity of which he or she is a director, officer or trustee is a party to the transaction and the transaction is or should be considered by the CEC Board.

A conflict of interests transaction is authorized, approved, or ratified if it receives the affirmative vote of a majority of the directors on the CEC Board or on the committee, who have no direct or indirect personal interest in the transaction. The presence of, or a vote cast by, a Board member with a direct or indirect personal interest in the transaction does not affect the validity of any action taken if the transaction is otherwise authorized, approved or ratified as provided above.

Failure to disclose a direct or indirect personal interest may result in removal from the CEC Board of Directors



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DIVISION OF INTERNATIONAL SPECIAL EDUCATION AND SERVICES
BOARD OF DIRECTORS
CONFLICT OF INTEREST ANNUAL DISCLOSURE STATEMENT-2016

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If the response to any of the following is none, please write "None".

(1) Professional, business or volunteer positions, responsibilities, or affiliations that might give rise to conflicts: _____

(2) Situations in which I (or members of my immediate family) am a vendor, or am employed by or consulting with a vendor and/or affiliate of CEC or DISES: _____

(3) Other: _____

Signature of Board Member

Date

Printed Name

ACKNOWLEDGED BY:

Eileen Raymond, DISES President

Date



The voice and vision of special education

DIVISION OF INTERNATIONAL SPECIAL EDUCATION AND SERVICES
BOARD OF DIRECTORS
CONFLICT OF INTEREST ANNUAL DISCLOSURE STATEMENT-2016

As a member of the DISES Board of Directors, I recognize that I owe duties of care and loyalty to DISES, as explained in DISES Ethics and Code of Conduct policy. One aspect of fulfilling those duties is to avoid conflicts of interest in which my allegiance might be split between my DISES responsibilities and some other professional, business or volunteer position or responsibility. To help avoid conflicts, on this form I am disclosing other situations or areas in which it might appear that I (or members of my immediate family) have conflicting duties to other entities. I invite further review by DISES of any aspects of these situations or areas that might be considered appropriate. I also will take other steps, such as avoiding deliberation and resolution of certain issues, if it is determined that those steps are necessary to protect against legal liability to DISES or to me personally arising from conflicts of interest.

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None

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None

(3) Other: _____

None

Vicky G. Spraser

Signature of Board Member

Vicky G. Spraser

Printed Name

01/21/2016

Date

ACKNOWLEDGED BY:

Frederic B. Rapet

1/24/16



Council for
Exceptional
Children



DISES

Division of International
Special Education & Services

The voice and vision of special education

**DIVISION OF INTERNATIONAL SPECIAL EDUCATION AND SERVICES
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(3) Other: None

[Signature]

Signature of Board Member

Yaoqin Xu
Printed Name

1/21/2016

Date

ACKNOWLEDGED BY:

[Signature]

Eileen Raymond, DISES President

1/29/16

Date