Terrie (Metz) DePaola, Superintendent 201 South Giles Avenue Gentry, Arkansas 72734

Telephone: 479-736-2253 Fax: 479-736-2245 e-Mail: tmetz@gentrypioneers.com

## **Dear Staff:**

Time to update your ethics information.

Please find attached the Ethics FORMS A and B and Arkansas Code. **EVERY EMPLOYEE** of the district is required to read, print, sign and return a paper copy of FORM A.

If you do not have a relationship, as described within FORM A, and do not anticipate having a relationship with the district as described within FORM A, you do not have to do anything with FORM B. Just sign and return FORM A.

If you do have a relationship or anticipate having a relationship with the district as described within FORM A, you must read, print all 3 pages of FORM B, and answer the questions on FORM B, sign, date, staple and return FORM A and FORM B.

If you can't print FORMS, please contact your supervisor for a copy. FORMS should be returned to your supervisor no later than, Thursday, October 20, 2022.