

**DISCLOSURE BY NON-ELECTED STATE EMPLOYEE OF FINANCIAL INTEREST
AND DETERMINATION BY APPOINTING AUTHORITY
AS REQUIRED BY G. L. c. 268A, § 6**

	STATE EMPLOYEE INFORMATION
Name:	Jacquiline Brown
Title or Position:	Financial Auditing and Special Education Pricing Director
State Agency:	Operational Services Division
Agency Address:	One Ashburton Place, Room 1608, Boston MA 02108-1552
Office Phone:	617-720-3371
Office E-mail:	Jacquiline.brown@mass.gov
	My duties require me to participate in a particular matter, and I may not participate because of a financial interest that I am disclosing here. I request a determination from my appointing authority about how I should proceed.
	PARTICULAR MATTER
Particular matter E.g., a judicial or other proceeding, application, submission, request for a ruling or other determination, contract, claim, controversy, charge, accusation, arrest, decision, determination, or finding.	Please describe the particular matter. My daughter was recently hired to work at St Ann's Special Education School. This is an approved special education school that I set prices for.
Your required participation in the particular matter: E.g., approval, disapproval, decision, recommendation, rendering advice, investigation, other.	Please describe the task you are required to perform with respect to the particular matter. I set tuition annual tuition prices, approve other services not included in the tuition such as one to one aides and perform administrative reviews of Special Education Programs, including St. Ann's.
	FINANCIAL INTEREST IN THE PARTICULAR MATTER
Write an X by all that apply.	☐ I have a financial interest in the matter. ☒ My immediate family member has a financial interest in the matter. ☐ My business partner has a financial interest in the matter. ☐ I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter.

	☐ I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.
Financial interest in the matter	Please explain the financial interest and include a dollar amount if you know it. My daughter was recently hired as an assistant teacher. The salary is \$53,000
Employee signature:	Jacqui Brown 
Date:	9/8/26 

DETERMINATION BY APPOINTING OFFICIAL

	APPOINTING AUTHORITY INFORMATION
Name of Appointing Authority:	OSD
Title or Position:	Mark Fine, Assistant Secretary for Operational Services
Agency/Department:	Operational Services Division
Agency Address:	One Ashburton Place, Room 1608, Boston MA 02108-1552
Office Phone:	617-720-3330
Office E-mail:	Mark.S.Fine@mass.gov
	DETERMINATION
Determination by appointing authority: Write an X by your selection.	As appointing official, as required by G.L. c. 268A, § 6, I have reviewed the particular matter and the financial interest identified above by a state employee. ☒ I am assigning the particular matter to another employee, or ☐ I am assuming responsibility for the particular matter, or ☐ I have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the Commonwealth may expect from the employee.
Appointing Authority signature:	
Date:	9/9/2026
Comment:	

Attach additional pages if necessary.