

Conflict of Interest Code for:

Altus-Charter School of San Diego Student Success  
Programs

**CONFLICT OF INTEREST CODE  
OF  
STUDENT SUCCESS PROGRAMS  
dba Charter School of San Diego**

1. Standard Code of FPPC

The Political Reform Act of 1974 (Gov. Code § 81000 *et seq.*) requires each state and local government agency to adopt and promulgate a conflict of interest code. As a local government agency, Student Success Programs dba Charter School of San Diego ("Charter School of San Diego" or "Corporation") is therefore required to adopt such a code. The Fair Political Practices Commission ("FPPC") has adopted a regulation (Title 2 Cal. Code of Regs. § 18730) which contains the terms of a model conflict of interest code, which can be incorporated by reference as an agency's code. After public notice and hearing, the regulation may be amended by the FPPC to conform to amendments in the Political Reform Act.

2. Adoption of Standard Code of FPPC

The terms of Title 2 Cal. Code of Regs. § 18730 and any future amendments to it duly adopted by the FPPC are hereby adopted and incorporated herein by reference. This regulation and the Appendix attached hereto designating officials and employees and establishing disclosure categories shall constitute the Conflict of Interest Code of the Charter School of San Diego. This code shall take effect when approved by the Board of Supervisors for the County of San Diego, and shall thereupon supersede all prior codes adopted by the Charter School of San Diego.

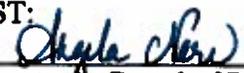
3. Filing of Statements of Economic Interests

Pursuant to Section 4 of the model code set forth in Title 2 of the Cal. Code of Regs. § 18730(b), designated employees set forth in the Appendix shall file statements of economic interests (Form 700) with the Secretary of the Charter School of San Diego. Upon receipt of the statements of the members of the Board of Directors of the Charter School of San Diego, the Secretary shall make and retain copies and forward the originals of these statements to the Clerk of the Board of Supervisors for the County of San Diego. Statements for all other designated employees shall be retained by the Secretary.

March, 2016. APPROVED AND ADOPTED by the Board of Directors of on the 10<sup>th</sup> day of

  
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President, Board of Directors  
Student Success Programs dba Charter School of  
San Diego

ATTEST:

  
\_\_\_\_\_  
Secretary to the Board of Directors  
Student Success Programs dba Charter  
School of San Diego

Approved and/or authorized by the Board of Supervisors of the County of San Diego.	
Meeting Date: <u>8/02/16</u>	Minute Order No. <u>10</u>
By: <u>D. Lopez</u>	Date: <u>8/04/16</u>
Deputy Clerk of the Board Supervisors	

**APPENDIX TO  
CONFLICT OF INTEREST CODE OF THE  
STUDENT SUCCESS PROGRAMS  
dba Charter School of San Diego**

**Preamble**

Any person designated in Section I of this Appendix who is unsure of any right or obligation arising under this Code may request a formal opinion or letter of advice from the FPPC or an opinion from the Charter School of San Diego's general counsel. (Gov. Code § 83114; Title 2 Cal. Code of Regs. § 18730(b)(11).) A person who acts in good faith in reliance on an opinion issued to him or her by the FPPC shall not be subject to criminal or civil penalties for so acting, provided that all material facts are stated in the opinion request. (Gov. Code § 83114(a).)

Opinions rendered by general counsel do not provide any statutory defense to an alleged violation of conflict of interest statutes or regulations. The prosecuting agency may, but is not required to, consider a requesting party's reliance on general counsel's opinion as evidence of good faith. In addition, the Charter School of San Diego may consider whether such reliance should constitute a mitigating factor to any disciplinary action that the Charter School of San Diego may bring against the requesting party under Government Code § 91003.5.

**I.**

**Designated Employees**

<u>Designated Employees</u>	<u>Categories Disclosed</u>
Members of Charter School of San Diego's Board of Directors	4 through 6
CEO/President, Charter School of San Diego's Board of Directors	1 through 6
Chief Business Officer	1 through 6
CFO/Treasurer of Charter School of San Diego's Board of Directors	1 through 6
Executive Director	1 through 6
General Counsel	4 through 6
Consultants <sup>1</sup>	--

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<sup>1</sup> With respect to consultants, the CEO/President may determine in writing that a particular consultant, although a "designated employee," is hired to perform a range of duties that is limited in scope and thus is not required to comply with the written disclosure requirements described in these categories. Such written determination shall include

## II.

### Disclosure Categories

#### Category 1. Reportable Investments

A designated employee in this category shall report all reportable investments, as defined in Government Code § 82034, in business entities located in, doing business in, planning to do business in, or having done business in the previous two (2) years in San Diego County in which the Corporation's school is located, which business entities operate or provide facilities, goods, supplies, equipment and/or machinery, vehicles, personnel or services of a type utilized the Corporation or its school.

#### Category 2. Reportable Interests in Real Property

A designated employee in this category shall disclose all interests in real property, as defined in Government Code §§ 82033 and 82035, that are within two (2) miles of any facility or real property owned or used by the Charter School of San Diego.

#### Category 3. Reportable Income

A designated employee in this category shall disclose all income as defined in Government Code § 82030 of the designated employee from business entities or other sources located in, doing business in, planning to do business in, or having done business in the previous two (2) years in San Diego County during the reporting period which business entities operate or provide facilities, goods, supplies, equipment and/or machinery, vehicles, personnel or services of a type utilized the Corporation or its school.

#### Category 4. Less-Inclusive Reportable Investments

A designated employee in this category shall disclose only investments as defined in Government Code § 82034 in any business entity, which within the last two (2) years has contracted with or in the future foreseeably may contract with the Charter School of San Diego to provide personnel, services, supplies, material, machinery or equipment:

(a) to the Charter School of San Diego, of the type utilized by the Charter School of San Diego which is located in or doing business in San Diego County, and associated with the job assignment or position of the designated employee; or

(b) to any entity which has contracted with the Charter School of San Diego within the last two (2) years or which in the future foreseeably may contract with the Charter School of San Diego to provide services, supplies, materials, machinery or equipment associated with the job assignment or position of the designated employee.

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a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The CEO/President's determination is a public record and shall be retained for public inspection by the Charter School of San Diego in the same manner as this Conflict of Interest Code. Nothing herein excuses any such consultant from any other provision of this Conflict of Interest Code.

**Category 5. Less-Inclusive Reportable Income**

A designated employee in this category shall disclose only that reportable income as defined in Government Code § 82030 which is derived from a source which within the last two (2) years has contracted with the Charter School of San Diego or in the future foreseeably may contract with the Charter School of San Diego to provide personnel, services, supplies, materials, machinery or equipment:

(a) to the Charter School of San Diego, of the type utilized by the Charter School of San Diego which is located in or doing business in San Diego County, and associated with the job assignment or position of the designated employee; or

(b) to any entity which has contracted with the Charter School of San Diego within the last two years or which in the future foreseeably may contract with the Charter School of San Diego to provide personnel, services, supplies, materials, machinery or equipment associated with the job assignment or position of the designated employee.

**Category 6. Business Positions**

A designated employee in this category shall disclose by completing Form 700, Schedule C. A designated employee shall list, with respect to any business entity which operates or provides facilities, goods, supplies, equipment and/or machinery, vehicles, personnel or services of a type utilized the Corporation or its school:

(a) the name and address of each business entity in which he or she is a director, officer, partner, trustee, employee, or in which he or she holds any position of management;

(b) a description of the business activity in which the business entity is engaged; and

(c) the designated employee's position with the business entity.