Conflict of Interest Code:

High Tech High

2018 Local Agency Biennial Notice

Name of Agency: HIGH TECH HIGH

Mailing Address: 2861 Womble Road, San Diego, Ca 92106

Contact Person: Cindy Kim Phone No. (619) 243-5014

Email: ckim@hightechhigh.org Alternate Email: _____

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that *(check one BOX)*:

☑ **An amendment is required. The following amendments are necessary:**

(Check all that apply.)

- ☑ Include new positions
- ○ Revise disclosure categories
- ☑ Revise the titles of existing positions
- ☑ Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- ○ Other *(describe)* _____

☐ **The code is currently under review by the code reviewing body.**

☐ **No amendment is required.** (If your code is over five years old, amendments may be necessary.)

2018 AUG 15 PM 3:23
CLERK OF THE BOARD OF SUPERVISORS
COUNTY OF SAN DIEGO

Verification **(to be completed if no amendment is required)**

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

_____ _____

Signature of Chief Executive Officer *Date*

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2018**, or by the date specified by your agency, if earlier, to:

(PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE)

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

Approved and/or authorized by the Board of Supervisors of the County of San Diego.
Meeting Date: 12/11/2018 Minute Order No. 41
By: _____ Date: 12/11/2018
Deputy Clerk of the Board Supervisors

Presented to HTH Board For Approval on August 21, 2018

HIGH TECH HIGH
AMENDED CONFLICT-OF-INTEREST CODE

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict-of-interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730) that contains the terms of a standard conflict-of-interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the conflict-of-interest code of the **HIGH TECH HIGH (" HTH")**.

Individuals holding designated positions shall file their statements of economic interests with **HTH,** which will make the statements available for public inspection and reproduction. (Gov. Code Sec. 81008.) Upon receipt of the statements for the top officials, e.g., Members of the Board, Alternates, and the Executive Director, **HTH** shall make and retain copies and forward the originals to the **SAN DIEGO COUNTY CLERK OF THE BOARD OF SUPERVISORS.** All other statements will be retained by the **HTH.**

Approved and/or authorized by the Board of Supervisors of the County of San Diego.
Meeting Date: 12/11/2018 Minute Order No. 41
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APPENDIX A

DESIGNATED POSITIONS

Designated Position	Assigned Disclosure Category
Members of the Governing Board	1, 2, 3
Chief Executive Officer/President	1, 2, 3
Chief Operations Officer/General Counsel	1, 2, 3
Chief Learning Officer	1, 2, 3
Chief Financial Officer/Treasurer	1, 2, 3
Chief Executive Assistant	1, 2, 3
Consultants	*

*Consultants are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation:

The Chief Executive Officer may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Chief Executive Officer's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

APPENDIX B

DISCLOSURE CATEGORIES

Category 1

Designated positions assigned to this category must report:

a. Interests in real property which are located in whole or in part within the boundaries (and a two mile radius) of any county in which **HTH** operates.

b. Investments in, income, including gifts, loans, and travel payments, from, and business positions in any business entity of the type which engages in the acquisition or disposal of real property or are engaged in building construction or design.

c. Investments in, income, including gifts, loans, and travel payments, from, and business positions in any business entity of the type which engages in, the manufacture, sale, repair, rental or distribution of school supplies, books, materials, school furnishings or equipment to be utilized by **HTH.**

Category 2

Designated positions assigned to this category must report:

Investments in, income, including gifts, loans, and travel payments, from, and business positions in any business entity of the type which engages in the manufacture, sale, repair, rental or distribution of school supplies, books, materials, school furnishings or equipment to be utilized by **HTH,** its parents, teachers and students for educational purposes. This includes, but is not limited to, educational supplies, textbooks and items used for extra curricular courses.

Category 3

Designated positions assigned to this category must report:

Investments in, income, including gifts, loans, and travel payments, from, sources which are engaged in the performance of work or services of the type to be utilized by **HTH**, its parents, teachers and students for educational purposes. This includes, but is not limited to, student services commonly provided in public schools such as speech therapists and counselors.

HIGH TECH HIGH

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High Tech High
Board Resolution
Conflict of Interest Code

Whereas, High Tech High has previously adopted a Conflict of Interest Code; and

Whereas, the San Diego County Board of Supervisors requires that the High Tech High Conflict of Interest Code be reviewed biennially; and

Whereas, High Tech High has determined that the Conflict of Interest Code requires amendments;

Now, therefore, be it resolved that High Tech High hereby amends its Conflict of Interest Code (attached).

Approved on August 21, 2018

By the following vote:

Member	Yes	No	Absent	Abstain
Gary Jacobs	X			
Kay Davis	X			
Heather Lattimer			X	
Michael McCraw			X	
Hector Perez	X			

Attest: Kay Davis
Kay Davis, Board Secretary

HIGH TECH HIGH®

COUNTY OF SAN DIEGO
2018 AUG 24 PM 3: 11
CLERK OF THE BOARD
OF SUPERVISORS

August 23, 2018

TO: Clerk of the Board of Supervisors

FROM: Cindy Kim
Executive Assistant

RE: High Tech High Amended Conflict of Interest Code

Please find enclosed the approved Amended Conflict of Interest Code for the High Tech High School Board.

If you have any questions or concerns, please contact me at either (619) 243-5014 or ckim@hightechhigh.org

Thank you~

encl. (2) Copy of 2018 Local Agency Biennial Notice
Approved Amended Conflict of Interest Code

2861 Womble Road, San Diego, CA 92106-6025 • Tel: (619) 243-5000 • Fax: (619) 243-5050 • www.hightechhigh.org

HIGH TECH HIGH

October 18, 2018

Clerk of the Board of Supervisors
Conflict of Interest Code Division
1600 Pacific Highway, MS A-45
San Diego, CA 92101

RE: REQUESTING APPROVAL OF THE CONFLICT OF INTEREST CODE BY THE BOARD OF SUPERVISORS

To Whom It May Concern:

Enclosed is the Amended High Tech High Conflict of Interest Code ("Code") approved by the High Tech High School Board on August 23, 2018. The approved amended Code reflects the following:

- Delete Chief Academic Officer
- Correct Chief Operating Officer to Chief Operations Officer
- Add Chief Learning Officer

If you have any questions after your review of the enclosed, please feel free to contact me.

Sincerely,

Cindy Kim

Cindy Kim
Agency Official for High Tech High
(619) 243-5014
ckim@hightechhigh.org