MCGILL SCHOOL OF SUCCESS

CONFLICT OF INTEREST CODE

Approved and/or authorized by the Board of Supervisors of the County of San Diego.
Meeting Date: 4/30/19 Minute Order No. 10
By: C. Perez Date: 5/3/19
Deputy Clerk of the Board of Supervisors

I. ADOPTION

In compliance with the Political Reform Act of 1974, California Government Code Section 87100, et seq., the McGill School of Success hereby adopts this Conflict of Interest Code ("Code"), which shall apply to all governing board members, candidates for member of the governing board, and all other designated employees of McGill School of Success ("Charter School"), as specifically required by California Government Code Section 87300.

II. DEFINITION OF TERMS

As applicable to a California public charter school, the definitions contained in the Political Reform Act of 1974, the regulations of the Fair Political Practices Commission, specifically California Code of Regulations Section 18730, and any amendments or modifications to the Act and regulations are incorporated by reference to this Code.

III. DESIGNATED EMPLOYEES

Employees of this Charter School, including governing board members and candidates for election and/or appointment to the governing board, who hold positions that involve the making or participation in the making, of decisions that may foreseeably have a material effect on any financial interest, shall be "designated employees." The designated positions are listed in "Exhibit A" attached to this policy and incorporated by reference herein.

IV. STATEMENT OF ECONOMIC INTERESTS: FILING

Each designated employee, including governing board members and candidates for election and/or appointment to the governing board, shall file a Statement of Economic Interest ("Statement") at the time and manner prescribed by California Code of Regulations, title 2, section 18730, disclosing reportable investments, interests in real property, business positions, and income required to be reported under the category or categories to which the employee's position is assigned in "Exhibit A."

An investment, interest in real property or income shall be reportable, if the business entity in which the investment is held, the interest in real property, the business position, or source of income may foreseeably be affected materially by a decision made or participated in by the designated employee by virtue of his or her position. The specific disclosure responsibilities assigned to each position are set forth in "Exhibit B."

Statements Filed With the Charter School. All Statements shall be supplied by the Charter School. All Statements shall be filed with the Charter School. The Charter School's filing officer shall make and retain a copy of the Statement and forward the original to the County Board of Supervisors.

V. DISQUALIFICATION

No designated employee shall make, participate in making, or try to use his/her official position to influence any Charter School decision which he/she knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on the official or a member of his or her immediate family.

VI. MANNER OF DISQUALIFICATION

A. Non-Governing Board Member Designated Employees

When a non-Governing Board member designated employee determines that he/she should not make a decision because of a disqualifying interest, he/she should submit a written disclosure of the disqualifying interest to his/her immediate supervisor. The supervisor shall immediately reassign the matter to another employee and shall forward the disclosure notice to the Charter School Principal, who shall record the employee's disqualification. In the case of a designated employee who is head of an agency, this determination and disclosure shall be made in writing to his/her appointing authority.

B. Governing Board Member Designated Employees

Governing Board members shall disclose a disqualifying interest at the meeting during which consideration of the decision takes place. This disclosure shall be made part of the Board's official record. The Board member shall refrain from participating in the decision in any way (i.e., the Board member with the disqualifying interest shall refrain from voting on the matter and shall leave the room during Board discussion and when the final vote is taken) and comply with any applicable provisions of the Charter School bylaws.

EXHIBIT A

Designated Positions

I. Persons occupying the following positions are designated employees and must disclose financial interests in all categories defined in "Exhibit B" (i.e., categories 1, 2, and 3).

A. Members of the Governing Board and their alternates (if applicable)
B. Candidates for Member of the Governing Board
C. Corporate Officers (e.g., CEO/President, CFO/Treasurer, Secretary, etc.)
D. Principal of Charter School
E. Consultants[1]

II. Persons occupying the following positions are designated employees and must disclose financial interests defined in Categories 2 and 3 of "Exhibit B."

A. Contractor

[1] The Charter School Principal 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 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 Charter School Principal's determination is a public record and shall be retained for public inspection in the same manner and location of interest code.

EXHIBIT B

Disclosure Categories

Category 1 Reporting:

A. Interest in real property which is located in whole or in part either (1) within the boundaries of the District, or (2) within two miles of the boundaries of the District, including any leasehold, beneficial or ownership interests or option to acquire such interest in real property.

(Interests in real property of an individual include a business entity's share of interest in real property of any business entity or trust in which the designated employee or his or her spouse owns, directly, indirectly, or beneficially, a 10% interest or greater.)

B. Investments in or income from persons or business entities which are contractors or sub-contractors which are or have been within the previous two-year period engaged in the performance of building construction or design within the District.

C. Investments in or income from persons or business entities engaged in the acquisition or disposal of real property within the jurisdiction.

(Investment includes any financial interest in or security issued by a business entity, including but not limited to common stock, preferred stock, rights, warrants, options, debt instruments and any partnership interest or other ownership interests.)

(Investments of any individual include a pro rata share of investments of any business entity or trust in which the designated employee or his or her spouse owns, directly, indirectly or beneficially, a ten percent interest or greater.)

(Investment does not include a time or demand deposit in a financial institution, shares in a credit union, any insurance policy, or any bond or other debt instrument issued by any government or government agency.)

Category 2 Reporting:

A. Investments in or income from business entities which manufacture or sell supplies, books, machinery or equipment of the type utilized by the department for which the designated employee is Manager or Charter School Principal. Investments include interests described in Category 1.

Category 3 Reporting:

A. Investments in or income from business entities which are contractors or sub-contractors engaged in the performance of work or services of the type utilized by the department for which the designated employee is Manager or Charter School Principal. Investments include the interests described in Category 1.

McGILL SCHOOL of SUCCESS

3025 Fir Street, San Diego, CA 92102
619-629-0770 b 619-239-1318 f

To Whom It May Concern,

I Idalia Rodriquez approve of the Governing Board for McGill School of Success. The Conflict of Interest was approved by the McGill School of Success, Board Members on August 21, 2009

The McGill School of Success, Board of Directors request that if you have any questions or wish clarification or additional information about any item or contained in the attached materials, to please call Michelle Blevins at (619) 629-0770.

Board Member Signature

3/19/2019
Date

Board Members

Norma Cazares, *President*
Maria Alabi, *Treasurer*
Idalia Rodríguez, *Secretary*
Dr. Robert Lee Brown, Board Member
Charles E. H. Gulley, Board Member
Edward Hieshetter, Board Member
Denis Morgan, Board Member
Josh Nelson, Board Member

COUNTY OF SAN DIEGO
2019 MAR 19 AM 11:06
CLERK OF THE BOARD
OF SUPERVISORS

McGill School of Success

Conflict of Interest Policy

Board Bylaws require that "Whenever any Board Member has any business or personal dealings with any entity or person, and becomes aware that that person or entity has dealings with the school Board, the Board member must disclose the relationship to the rest of the board, including but not limited to any business, personal, family, financial or other relationship (hereinafter, "any relationship"). Whenever a person or entity with whom a Board Member has any relationship comes before the board for a vote, the Board Member must disclose the relationship to the Board, and if the Board Member has any financial interest or other interest which might create the impression of impropriety or conflict of interest, that Board Member must recuse him or herself from the vote, Further, upon appointment to the Board and at the beginning of each fiscal year, every Board Member must declare any known conflicts and known apparent conflicts.

_____ I hereby accept and agree to the above Conflict of Interest Policy.

_____ I have no known or know apparent Conflicts of Interest.

_____ I hereby declare the following known or know apparent Conflicts of Interest.

Name: _____

Signature: _____ Date: _____

Sign and return to: **Board President**
3025 Fir Street
San Diego, CA 92102

Board Approved
8/21/2009

McGill School of Success

COUNTY OF SAN DIEGO
2019 MAR 19 AM 11:05
CLERK OF THE BOARD
OF SUPERVISORS

Conflict of Interest Policy

Board Bylaws require that "Whenever any Board Member has any business or personal dealings with any entity or person, and becomes aware that that person or entity has dealings with the school Board, the Board member must disclose the relationship to the rest of the board, including but not limited to any business, personal, family, financial or other relationship (hereinafter, "any relationship"). Whenever a person or entity with whom a Board Member has any relationship comes before the board for a vote, the Board Member must disclose the relationship to the Board, and if the Board Member has any financial interest or other interest which might create the impression of impropriety or conflict of interest, that Board Member must recuse him or herself from the vote, Further, upon appointment to the Board and at the beginning of each fiscal year, every Board Member must declare any known conflicts and known apparent conflicts.

✓ I hereby accept and agree to the above Conflict of Interest Policy.

✓ I have no known or know apparent Conflicts of Interest.

_____ I hereby declare the following known or know apparent Conflicts of Interest.

Name: Norma A. Cázares

Signature: Norma A. Cázares Date: 4/1/19

Sign and return to: **Board President**
3025 Fir Street
San Diego, CA 92102

Board Approved
8/21/2009