

**SAGE OAK CHARTER SCHOOLS  
CONFLICT OF INTEREST CODE**

(ADOPTED: JUNE 11, 2020)

COUNTY OF SAN DIEGO  
2020 SEP 17 PM 4:10  
CLERK OF THE BOARD  
OF SUPERVISORS

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 §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 for **Sage Oak Charter Schools (SOCS)**.

Individuals holding designated positions shall file statements of economic interests with **SOCS**, which will make the statements available for public inspection and reproduction (Government Code § 81008). All statements will be retained by **SOCS**.

Approved and/or authorized by the  
Board of Supervisors of the County of San Diego.  
Meeting Date: 12/8/2020 Minute Order No. 09  
By: [Signature] Date: 12/14/2020  
Deputy Clerk of the Board Supervisors

**APPENDIX A  
DESIGNATED POSITIONS**

<u>Designated Positions</u>	<u>Disclosure Category</u>
Members of the Governing Board	1, 2
Chairman of the Board	1, 2
Chief Executive Officer	1, 2
Chief Financial Officer	1, 2
Secretary	1, 2
Executive Director(s)	3
Assistant Director, Assessment	3
Assistant Director, Curriculum	3
Assistant Director, Guidance	3
Assistant Director, Human Resources	3
Assistant Director, Teacher & Student Support and Business Services	3
Assistant Director, Special Education	3
Assistant Director, Student Services and Track A	3
Consultants/New Positions	*

\*Consultants/New Positions shall be 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 or designee may determine in writing that a particular consultant or new position, 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 or new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Chief Executive Officer or designee’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 (Government Code § 81008).

**APPENDIX B**  
**DISCLOSURE CATEGORIES**

**Category 1**

Designated positions assigned to this category must report:

- a. Interests in real property located in whole or in part within a two-mile radius:
  - of any school district that has authorized a SOCS charter school, or
  - of any facility utilized by SOCS's charter schools, or
  - of a proposed site for a SOCS facility.
- b. Investments and business positions in business entities, or sources of income (including gifts, loans, and travel payments) that engage in the purchase or sale of real property or are engaged in building construction or design.

**Category 2**

Designated positions assigned to this category must report:

- a. Investments and business positions in business entities or sources of income (including receipt of gifts, loans, and travel payments) that are contractors engaged in the performance of work or services, or sources that manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type to be utilized by SOCS.

**Category 3**

Designated positions assigned to this category must report:

- a. Investments and business positions in business entities or sources of income (including receipt of gifts, loans, and travel payments) that are contractors engaged in the performance of work or services, or sources that manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type to be utilized by the designated position's department.

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**APPENDIX A DESIGNATED POSITIONS**

<u>Designated Positions</u>	<u>Disclosure Category</u>
Members of the Governing Board	1, 2
Chairman of the Board	1, 2
Chief Executive Officer	1, 2
Chief Financial Officer	1, 2
Executive Director	3
Director, Education Services	3
Director, Human Resources	3
Director, Operations	3
Director, Secondary Education	3
Director, Special Education	3
Director, Student Services	3
Assistant Director, Assessment and Accountability	3

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Assistant Director, Business Services	3
Assistant Director, Secondary Education	3
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**APPENDIX B DISCLOSURE CATEGORIES**

**Category 1**

Designated positions assigned to this category must report:

a.) Interests in real property located in whole or in part within a two-mile radius:

- of any school district that has authorized a SOCS charter school, or
- of any facility utilized by SOCS’s charter schools, or
- of a proposed site for a SOCS facility.

b.) Investments and business positions in business entities, or sources of income (including gifts, loans, and travel payments) that engage in the purchase or sale of real property or are engaged in building construction or design.

**Category 2**

Designated positions assigned to this category must report:

a.) Investments and business positions in business entities or sources of income (including receipt of gifts, loans, and travel payments) that are contractors engaged in the performance of work or services, or sources that manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type to be utilized by SOCS.

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**Category 3**

Designated positions assigned to this category must report:

a.) Investments and business positions in business entities or sources of income (including receipt of gifts, loans, and travel payments) that are contractors engaged in the performance of work or services, or sources that manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type to be utilized by the designated position's department.