

LARCHMONT SCHOOLS CONFLICT OF INTEREST POLICY

SECTION 1:

Members of the Larchmont Schools' ("Larchmont") Board of Directors ("Board"), its officers, administrators, managers or employees, and all committee members shall comply with applicable federal and state laws, nonprofit integrity standards, and as consistent with its charters, the Los Angeles Unified School District's ("LAUSD") Charter School policies and regulations regarding ethics and conflicts of interest.

SECTION 2:

No Board members, officers, administrators, managers or employees, or committee members shall make, participate in making, or try to use their official position to influence any decision which they know or have reason to know will have a reasonably foreseeable material financial effect on the decision-maker or an immediate family member.

When an individual determines that s/he should not make a decision because of a disqualifying interest, s/he must submit a written disclosure of the disqualifying interest to her/his immediate supervisor. The supervisor shall immediately reassign the matter to another employee and shall forward the disclosure notice to the Executive Director, who shall record the individual's disqualification. In the case of an employee who is head of an agency, this determination and disclosure shall be made in writing to her/his appointing authority (e.g. the Board itself).

SECTION 3:

Where a Larchmont public official has a personal, material financial interest in a contract, the financial interest will be reviewed in accordance with applicable conflicts of interest laws, including Government Code Section 1090 and the California Political Reform Act.

SECTION 4:

Larchmont will comply with the provisions of the LAUSD Conflict of Interest Code, including the filing of annual Statements of Economic Interest (Forms 700) by the Larchmont Board members and designated employees.

SECTION 5:

A copy of this Policy shall be given to all Board members, officers, administrators, managers and employees, and all committee members upon commencement of such person's relationship with Larchmont. Each shall sign and date the Policy at the beginning of her/his term of service or employment and each year thereafter. Failure to sign does not nullify the Policy.

Signed: _____

Name Printed: _____ Date: _____