



MADERA UNIFIED SCHOOL DISTRICT

FISCAL SERVICES

Arelis Garcia, Chief Financial Officer
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(559) 675-4500 (559) 662-0960 Fax

Conflict of Interest Policy

All trustees, officers, agents, and employees of the Parent Club shall disclose all real or perceived conflicts of interest that they discover or that have been brought to their attention in connection with this organization's activities.

A "conflict of interest" occurs where a person is responsible for promoting the interest of the Parent Club at the same time he or she is involved in a competing personal interest (financial, business, personal, or relational).

"Disclosure" shall mean providing properly, to the appropriate person, a written description of the facts comprising the real or apparent conflict of interest. An annual disclosure statement (Form 700) shall be submitted to disclose any conflicts of interest. At the Parent Club board meeting, all disclosures of real or perceived conflicts of interest shall be noted for the record in the minutes.

Any Board Member or employee who believes that he or she or an immediate member of his or her immediate family might have a real or perceived conflict of interest, in addition to filing a notice of disclosure, must abstain from:

1. participating in discussions or deliberations with respect to the subject of the conflict (other than to present factual information or to answer questions),
2. using his or her personal influence for personal gain,
3. making motions,
4. voting,
5. executing agreements, or
6. taking similar actions on behalf of the organizations where the conflict of interest might pertain by law, agreement, or otherwise.