**YOUR SCHOOL** (hereinafter “The School”) trustees, officers, and employees shall at all times be in compliance with the following Code of Ethics:

* 1. The Board of Trustees shall conduct or direct the affairs of the School and exercise its powers subject to the applicable limitations of the Education Law, Not-for-Profit Corporation Law, the School's charter, and its bylaws. The Board may delegate aspects of the management of school activities to others, so long as the affairs of the school are managed, and its powers are exercised, under the Board's ultimate jurisdiction.
* 2. Not more than 49 percent of the people serving on the School’s Board may be comprised of: (a) people currently being compensated by the School for services rendered to it within the previous 12 months, whether as a full-time or part-time employee, independent contractor, or otherwise; or (b) any sister, brother, ancestor, descendant, spouse, sister-in- law, brother-in-law, daughter-in-law, son-in- law, mother-in-law or father-in-law of any such person.
* 3. Every Trustee has the right to participate in the discussion and vote on all issues before the Board or any Board Committee, except that any Trustee shall be excused from the discussion and vote on any matter involving such Trustee relating to:

1. a “self-dealing transaction” (see below);
2. a conflict of interest;
3. indemnification of that Trustee uniquely;
4. any other matter at the discretion of a majority of the Trustees.

* 4. The Board of Trustees and the employees of the School shall not engage in any “self-dealing transactions,” except as approved by the Board. "Self-dealing transaction" means a transaction to which the school is a party and in which one or more of the Trustees has a material financial interest. Notwithstanding this definition, the following transaction is not a self-dealing transaction, and is subject to the Board's general standard of care: a transaction that is part of a public or charitable program of the School, if the transaction (a) is approved or authorized by the Board in good faith and without unjustified favoritism, and (b) results in a benefit to one or more Trustees or their families because they are in a class of persons intended to be benefited by the program.
* 5. Any Trustee or Officer having an interest in a contract, other transaction, or program presented to or discussed by the Board of Trustees for authorization, approval, or ratification shall make a prompt, full, and frank disclosure to the Board of his or her interest prior to its acting on such contract or transaction. Such disclosure shall include all relevant and material facts known to such person about the contract or transaction, which might reasonably be construed to be adverse to the Board’s interest. A person shall be deemed to have an "interest" in a contract or other transaction if he or she is the party (or one of the parties) contracting or dealing with the school, or is a Director, Trustee or Officer of or has a significant financial or influential interest in the entity contracting or dealing with the School.
* 6. Trustees representing any not-for-profit corporation proposing to do business with The School shall disclose the nature and extent of such business propositions.
* 7. No Trustee, officer, or employee of a for-profit corporation having a business relationship with The School shall serve as voting member of the Board of Trustees for the duration of such business relationship, provided, however, that this provision shall not apply to the following:

1. Individuals associated with a partnership, limited liability corporation, or professional corporation, including but not limited to doctors, accountants, and attorneys;
2. Individuals associated with an educational entity (including but not limited to schools of education) some of whose faculty may be providing paid services directly or indirectly to The School; or
3. Individuals associated with a bank, insurance, mutual fund, investment bank, stock brokerage, financial planning, or other financial services organization.
4. In no instance shall a Trustee, officer, or employee of a for-profit educational management organization having a business relationship with The School serve as a voting member of the Board of Trustees for the duration of such business relationship.
5. Trustees, officers, or employees of any single external organization other than another charter school shall hold no more than 40 percent of the total seats comprising the Board of Trustees.
6. Trustees shall avoid at all times engaging in activities that would appear to be unduly influenced by other persons who have a special interest in matters under consideration by the Board. If this occurs, a Trustee shall write a letter disclosing all known facts prior to participating in a Board discussion of these matters and the Trustee’s interest in the matter will be reflected in the Board minutes.
7. Trustees shall make all appropriate financial disclosures whenever a grievance of conflict of interest is lodged against them.
8. Trustees shall not use his or her position with The School to acquire any gift or privilege worth $100 or more that is not available to a similarly situated person, unless that gift is for the use of The School.
9. The School Trustees, officers, or employees may never ask a subordinate, a student, or a parent of a student to work on or give to any political campaign.