The Conflict of Interest Policy adopted by the Board of Directors of the **SCHOOL** (“**School**”) requires disclosure of any actual, apparent, or potential conflict of interest. The purpose of this document is to aid the board of directors in the completion of the Annual Statement Regarding Conflict of Interest Policy by helping identify any affiliations, interests or relationships, and/or any transactions that you and/or your family members have taken part in, that when considered in conjunction with your position with **School**, might possibly constitute or give rise to an actual, apparent, or potential conflict of interest.

Those individuals considered to be “family members” for purposes of the Annual Statement Regarding Conflict of Interest Policy include: parent, grandparent, spouse, domestic partner, child, grandchild, brother, sister, or the spouse’s or domestic partner’s parent, grandparent, child, grandchild, brother or sister.

The following questions when answered “Yes” require that you explain that possible conflict of interest, including all material facts, on the Annual Statement Regarding Conflict of Interest Policy. All conflicts of interest that existed or that exist since the filing of your last Annual Statement Regarding Conflict of Interest Policy should be reported. In addition, the policy requires you to report to the President and Board Chair any further interest, situation, activity, interest, or conduct that may develop before completion of the next Annual Statement.

1. Do you or your family members hold, directly or indirectly, (i) a position in (ii) and/or ownership or investment interest[[1]](#footnote-1) in any outside entity with which you or your family member have reason to believe **School** (a) does business, including the purchase of goods or services, or (b) has contracts, transactions or arrangements?
2. Do you or your family members render directive, managerial, consultative or other service to or on behalf of any outside entity that does business with **School**?
3. Do you or any of your family members receive compensation for services provided to **School**?
4. Do you have a family or business relationship with any other officer, director or key employee of **School**?
5. Do you or any of your family members serve any other organization (public, private, or charitable) that does business with **School** as a director, trustee, officer, or in a similar capacity? If yes, in each case, describe your title and the nature of your responsibilities. State how long you have served in that capacity and list any committees you which you serve.

1. For purposes of this Policy, an “ownership or investment interest” does not include ownership of less than 10% of the securities (or of securities representing less than 10% of the net worth) or a publicly traded entity so long as the fair market value of the interest is less than 10% of the Board Member’s net worth at year end. [↑](#footnote-ref-1)