

**CASA GRACIA
DBA TRINITY CHARTER SCHOOL
CONFLICT OF INTEREST POLICY**

Casa Gracia dba Trinity Charter School (TCS) is fully committed to conducting its responsibilities in a manner reflecting the highest degree of integrity and honesty. The success of the Agency in conducting its affairs is the sum efforts of each individual - board, commission and committee member, officer and employee - in executing his or her responsibilities with good judgment and in an ethical manner. Therefore, in exercising these responsibilities each individual should comply with the following policy:

I, the undersigned, have read, understand and agree to comply with the following:

1. Each Board member shall disclose to the Chair of the Board and each staff person shall disclose to the CEO of TCS any potential conflicts of interest. The chair and/or executive officer shall disclose personal potential conflicts of interest to the Board of Directors of TCS who shall determine whether an inappropriate interest exists. Such disclosures shall include Board membership on, a substantial interest in, or employment of the individual or a relative by any organization doing business with TCS or any of its entities.
2. Board members or staff persons who receive honoraria or payments for any sales or services rendered to LSS or its entities shall disclose such information.
3. Activities shall not be entered into which may be knowingly detrimental to the interests of TCS and its entities.
4. Information acquired in the course of carrying out TCS duties shall not knowingly be used in any way which would be detrimental to the welfare of TCS and its entities.
5. No Board member and/or staff shall vote on any transaction in which the individual shall receive a direct or indirect financial gain.
6. Gifts, entertainment, or favors in excess of \$100 per person per year from any individual or outside concern which does or is seeking to do business with TCS or its entities shall not be accepted.
7. Any inappropriate activity shall cease or the position will be vacated.
8. Each individual, prior to accepting an elected or appointed office or senior staff position, shall sign a statement that he has received, understands, and agrees to abide by this bylaw and the conflict of interest policy of the respective corporation. Each shall also sign annually a "Statement of Compliance" with the bylaw and policy.
9. Responsibilities shall be conducted in a manner reflecting the highest degree of integrity and honesty consistent with the Scriptures and civil laws.

Holly B. Raymond
Print Name

Holly B. Raymond
Signature

Board Member
Designate Board or Staff Position

October 1, 2019
Date