# Gorman Learning Charter Network
## Bylaw

Bylaw 9270
# Conflict of Interest

**Purpose:**
This policy provides a Conflict-of-Interest Code to ensure compliance with the California Political Reform Act of 1974 as applicable to California Public Charter Schools.

**Policy:**
The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict-of-interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730) that contains the terms of a standard conflict-of-interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the conflict of-interest code of the Gorman Learning Charter Network (GLCN)

Individuals holding designated positions as assigned in "Appendix A" shall file a Form 700 Statement of Economic Interest ("Statement") at the time and manner prescribed by California Law, disclosing as prescribed in the Disclosure Categories of "Appendix B." shall file their statements of economic interests with the GLCN, which will make the statements available for public inspection and reproduction. (Gov. Code Sec. 81008.) All statements will be retained by the GLCN.

**APPENDIX A**
**DESIGNATED POSITIONS**

| **Designated Positions Disclosure** | **Category** |
|---|---|
| Members of the Governing Board | 1, 2 |
| Corporate Officers (e.g., President, CFO/Treasurer, Secretary) | 1, 2 |
| Assistant Superintendent of Business | 1, 2 |
| Superintendent | 1, 2 |
| Senior Director of Educational Services | 1, 2 |
| Director of Human Resources | 3 |
| Director of Special Education | 3 |
| Regional Services Director | 3 |
| Accounting Supervisor | 3 |
| Resource Center Supervisor | 3 |
| Director of Informational Technology | 3 |
| Warehouse Manager | 3 |
| Virtual Program Manager | 3 |
| Director of State & Federal Programs | 3 |
| Consultants/New Positions * | |

* Consultants/New Positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation:

The Superintendent or designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent or designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code (Government Code§ 81008).

**APPENDIX B**
**DISCLOSURE CATEGORIES**

**Category 1**
Designated positions assigned to this category must report:
a. Interests in real property located in whole or in part within a two-mile radius of:
- Any facility utilized by GLCN's charter schools, or
- A proposed site for a GLCN facility.

b. Investments and business positions in business entities, or sources of income (including gifts, loans, and travel payments) that engage in the purchase or sale of real property or are engaged in building construction or design.

**Category 2**
Designated positions assigned to this category must report:
a. Investments and business positions in business entities or sources of income (including receipt of gifts, loans, and travel payments) that are contractors engaged in the performance of work or services, or sources that manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type to be utilized by GLCN.

**Category 3**
Designated positions assigned to this category must report:
a. Investments and business positions in business entities or sources of income (including receipt of gifts, loans, and travel payments) that are contractors engaged in the performance of work or services, or sources that manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type to be utilized by the designated position's department.

Adopted: October 18, 2018
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