COUNTY OF SAN DIEGO
BOARD OF SUPERVISORS

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THOMAS J. PASTUSZKA
CLERK OF THE BOARD
OF SUPERVISORS

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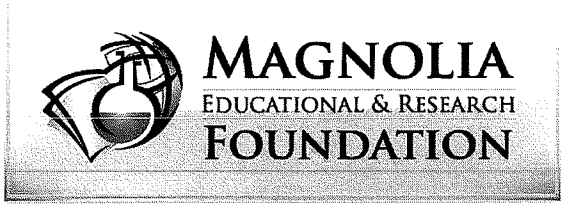

APPENDIX D: Conflict of Interest Policy

Approved and/or authorized by the
Board of Supervisors of the County of San Diego.
Meeting Date: 4/9/13 Minute Order No. 16
By: [signature] Date: 4/12/13
Deputy Clerk of the Board Supervisors

MAGNOLIA EDUCATIONAL & RESEARCH FOUNDATION

CONFLICT OF INTEREST CODE

I. ADOPTION

In compliance with the Political Reform Act of 1974, California Government Code Section 87100, et seq., Magnolia Educational & Research Foundation hereby adopts this Conflict of Interest Code ("Code"), which shall apply to all governing board members, candidates for member of the governing board, and all other designated employees of Magnolia Educational & Research Foundation ("Corporation"), as specifically required by California Government Code Section 87300. As the Corporation has agreed to comply with Government Code Section 1090, in addition to the Political Reform Act, this Code also conforms with the requirements of Section 1090.

II. DEFINITION OF TERMS

As applicable to a California public charter school, the definitions contained in the Political Reform Act of 1974, the regulations of the Fair Political Practices Commission, specifically Title 2, California Code of Regulations Section 18730, and any amendments or modifications to the Act and regulations are incorporated by reference to this Code.

III. DESIGNATED EMPLOYEES

Employees of this Corporation, including governing board members and candidates for election and/or appointment to the governing board, who hold positions that involve the making or participation in the making, of decisions that may foreseeably have a material effect on any financial interest, shall be "designated employees." The designated positions are listed in "Exhibit A" attached to this policy and incorporated by reference herein.

IV. STATEMENT OF ECONOMIC INTERESTS: FILING

Each designated employee, including governing board members and candidates for election and/or appointment to the governing board, shall file a Statement of Economic Interest ("Statement") at the time and manner prescribed below, disclosing reportable investments, interests in real property, business positions, and income required to be reported under the category or categories to which the employee's position is assigned in "Exhibit A."

An investment, interest in real property or income shall be reportable, if the business entity in which the investment is held, the interest in real property, the business position, or source of income may foreseeably be affected materially by a decision made or participated in by the designated employee by virtue of his or her position. The specific disclosure responsibilities assigned to each position are set forth in "Exhibit B."

Statements Filed With the Corporation. All Statements shall be supplied by the Corporation. All Statements shall be filed with the Corporation. The Corporation's filing officer shall make and

retain a copy of the Statement and forward the original to Fair Political Practices Commission.

V. DISQUALIFICATION

No designated employee shall make, participate in making, or try to use his/her official position to influence any Corporation decision which he/she knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on the official or a member of his or her immediate family.

VI. MANNER OF DISQUALIFICATION

A. Non-Governing Board Member Designated Employees

When a non-Governing Board member designated employee determines that he/she should not make a decision because of a disqualifying interest, he/she should submit a written disclosure of the disqualifying interest to his/her immediate supervisor. The supervisor shall immediately reassign the matter to another employee and shall forward the disclosure notice to the Chief Executive Officer (CEO), who shall record the employee's disqualification. In the case of a designated employee who is head of an agency, this determination and disclosure shall be made in writing to his/her appointing authority.

B. Governing Board Member Designated Employees

Where a Governing Board member has a personal, material financial interest in a contract, the Board must either: (1) not enter into the contract, as Government Code section 1090 prevents the entire board from voting on the contract; or (2) prior to the Board of Director's discussion of and/or taking any action on the contract at issue, the Board member must resign from the Board of Directors. The resignation shall be made part of the Board's official record. Abstention and disclosure will not rescue a vote.

EXHIBIT A

Designated Positions

I. Persons occupying the following positions are designated employees and must disclose financial interests in all categories defined in "Exhibit B" (i.e., categories 1, 2, and 3).

A. Members of the Governing Board and their alternates (if applicable)
B. Candidates for Member of the Governing Board
C. Corporate Officers (e.g., CEO/President, CFO/Treasurer, COO, Secretary, etc.)
D. Principals
E. Assistant Principals
F. Deans
G. Consultants[1]

II. Persons occupying the following positions are designated employees and must disclose financial interests defined in Category 1 of "Exhibit B."

A. Business Managers
B. Office Managers

III. Persons occupying the following positions are designated employees and must disclose financial interests defined in Categories 2 and 3 of "Exhibit B."

A. Information Systems Technician
B. Contractor

[1] The **CEO** may determine, in writing, that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The **CEO**'s determination is a public record and shall be retained for public inspection in the same manner and location of interest code.

EXHIBIT B

Disclosure Categories

Category 1 Reporting:

A. Interest in real property which is located in whole or in part either (1) within the boundaries of any county in which Magnolia Educational & Research Foundation is operating, or (2) within two miles of the boundaries of any county in which Magnolia Educational & Research Foundation is operating, including any leasehold, beneficial or ownership interests or option to acquire such interest in real property.

(Interests in real property of an individual include a business entity's share of interest in real property of any business entity or trust in which the designated employee or his or her spouse owns, directly, indirectly, or beneficially, a 10% interest or greater.)

B. Investments in or income from persons or business entities which are contractors or sub-contractors which are or have been within the previous two-year period engaged in the performance of building construction or design within any county in which Magnolia Educational & Research Foundation is operating.

C. Investments in or income from persons or business entities engaged in the acquisition or disposal of real property within the jurisdiction.

(Investment includes any financial interest in or security issued by a business entity, including but not limited to common stock, preferred stock, rights, warrants, options, debt instruments and any partnership interest or other ownership interests.)

(Investments of any individual include a pro rata share of investments of any business entity or trust in which the designated employee or his or her spouse owns, directly, indirectly or beneficially, a ten percent interest or greater.)

(Investment does not include a time or demand deposit in a financial institution, shares in a credit union, any insurance policy, or any bond or other debt instrument issued by any government or government agency.)

Category 2 Reporting:

A. Investments in or income from business entities which manufacture or sell supplies, books, machinery or equipment of the type utilized by the department for which the designated employee is Manager or Charter School Principal. Investments include interests described in Category 1.

Category 3 Reporting:

A. Investments in or income from business entities which are contractors or sub-contractors engaged in the performance of work or services of the type utilized by the department for which the designated employee is Manager or Charter School Principal. Investments include the interests described in Category 1.

Zurita, Teresa

From: Hakki Karaman [hkaraman@magnoliapublicschools.org]
Sent: Tuesday, February 12, 2013 11:39 AM
To: Zurita, Teresa
Subject: Magnolia Science Academy San Diego
Attachments: Magnolia Public Schools Conflict of interest policy.pdf

Hi Teresa,

Attached is Magnolia Science Academy San Diego 's conflict of interest policy.
Please note that we are a 6-8 grades charter school located at 6365 Lake Atlin Ave San Diego CA 92119 and we are part of a CMO.
Our CMO is Magnolia Educational and Research foundation.

Please do not hesitate to contact me if you have any questions.

Thank You

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Hakki Karaman, Principal
Magnolia Science Academy San Diego
6365 Lake Atlin Ave
San Diego, CA 92119
Ph (619) 6441300 X 1100
Fax. (619) 6441600
sandiego.magnoliascience.org