

Conflict of Interest Policy

I. **Introduction.** The purpose of the following policy and procedures is to prevent the personal interest of board members from interfering with the performance of their duties to Wai`alae School or result in personal financial, professional, or political gain on the part of a board member at the expense of Wai`alae School.

II. **Definitions.**

Conflict of Interest (also Conflict) means a conflict, or the appearance of a conflict, between the private interests and official responsibilities of a member of the Wai`alae School Board. This includes a situation when a member of the Wai`alae School Board has a direct or indirect interest in an issue or transaction before the Board.

Wai`alae School Board (also WSB or Board) means the local school board of Wai`alae Public Charter School and each individual member of the Board appointed or elected by its role group.

School means Wai`alae Public Charter School.

Disinterested members mean those members of the Board who do not have a conflict.

Interested member means a member of the Board who has a conflict.

III. **Policy.**

The Board shall not make decisions to advance the personal interest of any Board member at the expense of the School. In addition, individual members of the WSB shall not participate in the decision making process on an issue or transaction before the Board in which he or she has a personal direct or indirect interest. The Board may choose to waive a conflict of interest as long as it follows the procedure set forth below.

a. Full disclosure of the conflict or appearance of a conflict must be made to the Board before any discussion on the issue involving a conflict.

b. Following full disclosure of a possible conflict of interest the Board shall determine whether a conflict of interest exists and, if so, the Board shall decide to authorize or reject the transaction or take any other action deemed necessary to address the conflict and protect the school's best interest. The decision of the Board shall be determinative for all purposes.

c. Any action taken by the Board shall be made without counting the vote or including the individual with the disclosed conflict in the consensus decision making process used by the Board.

d. An interested board member may participate in discussion or debate of the Board or any committee thereof in which the subject of discussion is a contract, transaction, or situation in which there may be a perceived or actual conflict of interest if there is no objection by the board. It is understood that the Board may choose to request the interested member be present to provide clarifying information in such a discussion or debate.

e. Any action taken shall be reflected in the official minutes of the Board.