

LOCATION	
AMANA NORTH	✓
AMANA WEST	✓

STATUS	
DRAFT	
ADOPTED	✓

POLICY NAME		POLICY NO.	
Board Member Conflict of Interest			
EFFECTIVE DATE	March 1, 2025	DATE OF LAST REVISION	January 23, 2010
VERSION NO.		2.0	
OWNER	Board Governance Committee Chair	CONTACT INFORMATION	info@amanaacademy.org
APPLIES TO			
FACULTY		BOARD	✓
PARENTS		VISITORS	
CATEGORY			
ACADEMIC		FINANCIAL	✓
REVIEW CYCLE		OPERATIONAL	✓
QUARTERLY		BI-ANNUAL	
		ANNUAL	✓

LEGAL

FCS and SCSC charter contracts; O.C.G.A. § 20-2-2084(e)

POLICY DETAILS

The Board expects of itself and its members ethical and businesslike conduct. Board members are expected to uphold the mission and vision of Amana Academy which include the proper use of authority and appropriate decorum in group and individual behavior when acting as board members.

Conflict of interest is when a personal, professional, or financial interest of a board member is potentially at odds with the best interests of Amana Academy, its students, staff, and administration such that it has the potential to compromise the board member's impartial decision making. In order to avoid conflict of interest, a board member shall not engage in any activity which could affect his/her ability to put the welfare of Amana Academy before a personal benefit.

Absolute Conflicts

In accordance with O.C.G.A. §20-2-2084, no member of the Governing Board shall:

1. Act in his or her official capacity in any matter where he or she, his or her immediate family member, or a business organization in which he or she has an interest has a material financial interest that would reasonably be expected to impair his or her objectivity or independence of judgment;
2. Solicit or accept or knowingly allow his or her immediate family member or a business organization in which he or she has an interest to solicit or accept any gift, favor, loan, political contribution, service,

- promise of future employment, or other thing of value based upon an understanding that the gift, favor, loan, contribution, service, promise, or other thing of value was given or offered for the purpose of influencing that board member in the discharge of his or her duties as a board member;
3. Use, or knowingly allow to be used, his or her position or any information not generally available to the members of the public which he or she receives or acquires in the course of and by reason of his or her position for the purpose of securing financial gain for himself or herself, his or her immediate family member, or any business organization with which he or she is associated;
 4. Be an officer or serve on the board of directors of any organization that sells goods or services to that state charter school; or
 5. Be an officer, member, or executive-level employee of a local board of education or an employee of a local school system

Disclosure of Conflict

Every member of the Amana Academy Governing Board has an absolute duty to disclose any interest, activities, situations, or relationships that may present a potential conflict of interest. After full disclosure, the Board will review the information provided to determine whether the disclosure constitutes an absolute or other conflict of interest. The potentially conflicted board member may present a case to the other board members but shall not be present during the review or determination.

If it is determined that a non-absolute conflict of interest exists, then the remainder of the Board should review whether it is in Amana's best interest to move forward with the proposed action or transaction in question. In any event, the conflicted board member shall recuse him or herself from any vote or action on a matter in which he or she has been determined to have conflict.

Should the majority of the Board determine that a Board member has engaged in activities which conflict with the best interest of Amana Academy and that he/she failed to disclose such activity, said board member may be asked to resign his/her position on the Board.

The following are guidelines but are not inclusive of all possible scenarios where member disclosure to the board is recommended. The disinterested members of the Board will analyze each situation on its merits and may determine that a particular or similar situation is not in conflict and does not affect the individual board member's fiduciary duty to Amana Academy and its governing board.

1. Board members shall disclose all familial relationships with any employee or potential employee of Amana Academy.
2. Board members must disclose any employment or service, whether compensated or not, which might reasonably be expected to prejudice his or her independence of judgment in the exercise of his or her official duties.
3. Board members shall disclose if he/she or immediate family owns thirty percent or more of the stock or other ownership interest of any bank or financial institution which the board may do business with.
4. Board members shall disclose if he/she has financial interest in any corporation selling goods or services to Amana Academy.
5. A Board member shall disclose any speaking engagement, participation in a seminar, discussion panel or other activity that directly relates to the official duties of the Board member or the Board member's office and shall not receive compensation for such activity.

For the purpose of this policy, "immediate family" means a Board member's spouse, child, stepchild, sibling, parent, grandparent, grandchild, aunt, uncle, niece, nephew or first cousin, or the spouse of the Board member's parent, child or sibling, or any relative living in the household of a Board member.

TERMS AND DEFINITIONS

Define any acronyms, jargon, or terms that might have multiple meanings.

TERM	DEFINITION

RELATED DOCUMENTS AND OTHER REFERENCES

ROLES AND RESPONSIBILITIES

List the job titles and business offices directly responsible for documents.

ROLE	RESPONSIBILITY
Executive Director	Update per SCSC Monitoring cycle and applicable laws.
Governance Committee Chair	Board adoption process

VERSION HISTORY				
VERSION	APPROVED BY	REVISION DATE	DESCRIPTION OF CHANGE	AUTHOR

ADDITIONAL NOTES