



**YPI CHARTER SCHOOLS
Inter-Office Correspondence**

TO: Form 700 Filers **DATE:** February 28, 2022

FROM: Yvette King-Berg
Executive Director

SUBJECT: 2021 Form 700 Filing Requirements

BACKGROUND

Every elected official and public employee who makes or influences governmental decisions is required to submit a Statement of Economic Interest, also known as the Form 700. The Form 700 provides transparency and ensures accountability in two ways:

1. It provides necessary information to the public about an official's personal financial interests to ensure that officials are making decisions in the best interest of the public and not enhancing their personal finances.
2. It serves as a reminder to the public official of potential conflicts of interest so the official can abstain from making or participating in governmental decisions that are deemed conflicts of interest.

ANALYSIS

For purposes of fulfilling the LAUSD Form 700 requirements, all members of the YPICS Board of Trustees, Administrators, Directors, and Coordinators are part of the decision-making group identified by YPICS as required filers. Due to the necessity of capturing original blue ink signatures and maintaining these originals at the LSC (the YPICS business office) indefinitely, the following procedure will be used to send and receive the Form 700s this year:

- After receipt of the Form 700 roster from LAUSD (expected after February 1st), Form 700 documents will be prepared for all filers (the Board, all Administrators, Directors, and all Coordinators).
- TWO copies of the Form 700 COVER SHEET, along with instructions and copies of schedules, will be mailed via USPS to all filers.

- Filers will sign both copies in **BLUE INK**. (This will typically be only two copies of the COVER SHEET. For those who have specific interests to report, select the appropriate schedule, complete and return with the COVER SHEETS.)
- Filers will mail both signed copies and applicable schedules back to the LSC (YPICS Business Office) in the stamped, addressed envelope which will be enclosed in the mailing. (**The forms are due to LACBOS and LAUSD by March 19th and it would be appreciated if forms are signed and returned no later than March 1st.**)
- Documents for the Board and the Executive Director will be uploaded to the LACBOS site.
- Documents for all YPICS filers will be submitted with the third quarterly report to LAUSD through Dropbox.

As noted in item IV.A., SB 126 places the responsibility for oversight of the proper implementation of the FCPS Conflict of Interest Policy in the hands of the Los Angeles County Board of Supervisors (LACBOS) and e-filing of the Form 700 documents is now conducted via the LACBOS system. Only the “top tier” of decision makers is required to file through the LACBOS, and the FCPS Board of Directors and Executive Director are the only filers filing with the County. The extensive list of filers for LAUSD is related to our inclusive governance system that places a level of decision making in the hands of administrators, selected managers, and representatives, and the desire of FCPS to be transparent in all matters related to our authorizer.

RECOMMENDATION

This is an information item only and no action is required.