



## **CONFLICT OF INTEREST CODE**

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 Exhibits, designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the Encore Education Corporation.

Individuals holding designated positions shall file their statements of economic interests with the Encore Education Corporation, which will make the statements available for public inspection and reproduction (Gov. Code Sec. 81008). All statements will be retained by the Encore Education Corporation.

**EXHIBIT A**

*Designated Positions*

Designated Positions	Designated Position Assigned Disclosure Category
Members of the Board of Directors	1, 2, 3
Executive Director/CEO	1, 2, 3
Principal	1, 2, 3
Director of Operations and Finance	1, 2, 3
Facilities Director	1, 2, 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 Executive Director/CEO 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 Executive Director/CEO’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).

## **EXHIBIT 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 two (2) miles of any facility utilized by the Encore Education Corporation's charter school, including any leasehold, beneficial or ownership interest or option to acquire such interest in real property.

b. Investments and business positions in business entities, or sources of income (including receipt of 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:

Investments and business positions in business entities or sources of income (including receipt of gifts, loans, and travel payments) from sources that are contractors engaged in the performance of work or services, or sources that manufacture or sell supplies, instructional materials, machinery or equipment of the type to be utilized by the Encore Education Corporation.

#### Category 3

Designated positions assigned to this category must report:

Investments and business positions in business entities or sources of income (including receipt of gifts, loans, and travel payments) from sources that are contractors engaged in the performance of work or services, or sources that manufacture or sell supplies, instructional materials, machinery or equipment of the type to be utilized by the designated position's department.

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**Board Approved: January 31, 2023**