

Title:	Board Member Conflict of Interest	Related Policies:	
Number:	1.1	Related Procedures:	
Status:	Adopted	Adopted:	1-23-10
Owner:	Nada Diab (Governance Committee)	Accounting:	
Last Revised:	5-6-09 – first read 6-20-09 – second read 11-21-09 – third read	Legal:	FCS COI, O.C.G.A., 16-10-2.2(a)(2); 20-5-51; 20-2-505; 20-2-505.1; 20-2-1072; 21-5-11; 21-5-30(f); 21-5-33; 21-5-34; 21-5-41; 21-5-70 et. seq.; 45-2-2; Op. Atty. Gen. 1952-53, p.419, 1954-5

Policy Detail

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 or professional interest of a board member is potentially at odds with the best interests of Amana Academy, its students, staff, and administration. 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.

Every member of the Amana Academy Governing Board has the absolute duty to disclose any activities or situations which could affect the proper decision making of said board member or the board as a whole. After full disclosure, the Board will determine whether said activity constitutes a conflict of interest and will proceed accordingly.

No Board member shall use or attempt to use his or her official position to secure unwarranted privileges, advantages, or employment for himself or herself, members of his or her immediate family, or others.

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 Board, as a whole, will analyze each situation on its merits and may determine that a particular similar situation as the following is not in conflict and does not affect the individual board member’s fiduciary duty to Amana Academy and its

governing board. If the Board determines a conflict, then each scenario will be analyzed individually to determine the proper procedure to handle said conflict:

1. Board members shall disclose all familial relationships with any employee or potential employee of Amana Academy. As used in 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.
2. Board members shall disclose if a member or member of his or her immediate family has or shall have an interest in a business organization or engage in any business, transaction, or professional activity which is in substantial conflict with the proper discharge of his or her duties to Amana Academy.
3. Board members must disclose any matter where he or she, or a member of his or her immediate family, or a business organization has an interest or a direct or indirect financial involvement in an organization that might reasonably be expected to impair his or her objectivity or independence of judgment.
4. Board members must disclose shall 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.
5. Board member must disclose if he, or member of his or her immediate family, or business organization in which he or she has an interest solicited or accepted 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 him or her, directly or indirectly, in the discharge of his or her official duties.
6. The Board member 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.
7. Board member shall disclose if he/she has financial interest in any corporation selling goods or services to Amana Academy.
8. 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.