



Conflict-of-Interest Policy

Statement

No trustee/board member or employee of the Great Learning Academy (herein referred to as GLA) shall use his or her position, or knowledge gained through service to the organization, in such a manner that creates a conflict between the interest of the organization and any of its constituents or affiliates.

Each trustee and employee has a duty to place the interest of GLA first in any dealings involving the school, and to comply with the requirements of this policy.

Individual board members, employees and committee members must disclose and obtain board approval for any and all personal business conducted on behalf of the school and any of its affiliates or constituents.

Board members, committee members, or employees are prohibited from obtaining for themselves, their relatives or their friends any material interest from their association with GLA.

Trustees, employees or committee members must make full disclosure of significant personal financial interest and of every party involved in any potential transactions before any discussion or negotiation of business can proceed.

Trustees, employees or committee members who are aware of potential conflicts-of-interest regarding any matter coming before the board, or any committee are obligated to disclose such conflicts to the entire board.

Disclosure

In keeping with this policy, GLA board members, employees and committee members will submit annual reports on a form approved by the board. The forms will disclose any conflict or potential conflict not previously reported to the board before committee action is taken.

Board officers will review these annual reports and attempt to resolve any actual or potential conflicts. If they are unable to resolve any of these conflicts, they will refer such matters to the full Board of Trustees.



Potential Conflict-of-Interest Statement

I have read the statement of policy regarding conflicts-of-interest.

To the best of my knowledge and belief, except as I already have disclosed, I have not engaged in any inappropriate or undisclosed transaction on behalf of GLA with any person with whom I have or had a personal or business relationship, as defined in the conflict-of-interest policy.

Further, to the best of my knowledge and belief, except as already disclosed, I do not intend to engage in any inappropriate transaction, acquire any interest in any organization or entity, or receive any substantial gifts or favors from anyone with whom I have or have had a personal, business, or compensated professional relationship. My behavior is in accordance with the policy regarding conflicts-of-interest:

_____ Without exception

_____ Except as described in the attached statement

Date: _____

Signature: _____

Name (please print): _____