

# CONFLICT OF INTEREST POLICY

## MCKENZIE ELEMENTARY PTA

2012-2013

Officers and members of the McKenzie Elementary PTA (hereinafter referred to as "PTA") have a fiduciary responsibility to the PTA and the PTA requires the loyalty of its officers and members in the exercise of their responsibilities. PTA members shall conduct themselves with integrity and honesty and act in the best interests of this PTA. Disclosure by a member of a potential or actual conflict of interest is required by the standard of good faith and for both the benefit of the PTA and the protection of each individual.

A conflict of interest policy has been created for the protection of the PTA's integrity and its 501(c)(3) status, and for the protection of the officers and members. The officers and executive board members of the PTA, individually, and during their terms of office or service in positions of responsibility, shall abide by the following Conflict of Interest Policy:

- PTA members and/or their families shall not use their relation to this PTA for financial, professional, business, employment, personal, and/or political gain.
- A conflict of interest exists when both of the following conditions are true:
  - (a) A member has to participate in the deliberation or decision of any issue of this PTA.
  - (b) That same member and/or his extended family has financial, professional, business, employment, personal, and/or political interests outside the PTA that could predispose or bias the member of a particular view, goal, or decision.
- Members shall declare to the executive board of this PTA conflicts of interest (stating the nature of the conflict and pertinent information as appropriate) between their duties for this PTA and their and/or their extended families' financial, professional, business, employment, personal, and/or political interests.
- When a conflict of interest is declared, the member shall not use his or her personal influence of position to affect the outcome of this vote and shall leave the room during deliberations and the vote.
- The minutes of the meeting shall reflect that a conflict of interest was declared.
- PTA members shall not:
  - (a) Use the PTA's name, influence, or resources for their benefit or gain when running for any public elected office or while serving as an elected official.
  - (b) Directly or indirectly use their current PTA position, the PTA name, or the PTA organization for or against any specific candidate for elected public office. Doing so is contrary to federal tax laws and the guidelines and policies of the PTA.

Conflict of Interest Agreement

We, the undersigned executive board members, have read and agree to abide by this policy and understand that the failure to adhere to the above guidelines may result in the termination of the undersigned as executive board members and will require the immediate return of all PTA property, documents and material belonging to this PTA.

<u>NAME</u>	<u>POSITION</u>	<u>DATE</u>
Deirdre Beaudou	Treasurer	2/7/13
Amy L Wolfe	VP Fundraising	2/7/13
Virginia L Cowan	VP Enrichment	2/7/13
Meluh Isueni	Pres - Elect	2/7/13
Kirsten Wilson	PTA President	2-7-13
Jenny Hall	VP - Communications	2/7/13
Karen D H	VP - Room Parents	2/7/13
Peggy Bunk	Secretary	2/7/13