

# **Chester County Family Academy Charter School**

## **Board of Trustees**

### **Conflict of Interest Policy – Federal Funds**

#### **Selection, Award and Administration of Contracts**

##### **Standards of Conduct**

In accordance with 2 C.F.R. §200.18(c)(1), the Chester County Family Academy Charter School maintains the following standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.

No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. Such related relationships are defined by the Public Employees Ethics Act.

The officers, employees, and agents of the Chester County Family Academy Charter School may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, unless the gift is an unsolicited item of nominal value. Nominal value is defined as under \$250 in value.

The officers, employees, and agents of the Chester County Family Academy Charter School must report conflicts of interest, both real and potential in writing to the Chief Executive Officer. If the Chief Executive Officer is involved in the conflict of interest, the Chief Executive Officer will report such a conflict, real and potential to the Board President in writing.

The Chester County Family Academy Charter School will remove an employee from a procurement transaction if there is a conflict of interest, as well as requiring that the individual provide documentation to show that the employee has properly recused him or herself.

**TO THE EXTENT THAT ANYTHING IN THIS POLICY COULD BE CONSTRUED TO CONFLICT WITH THE SCHOOL'S CHARTER OR APPLICABLE STATE AND/OR FEDERAL LAWS, THE APPLICABLE STATE AND/OR FEDERAL LAWS AND/OR CHARTER CONTROL.**