

WEST FARGO SHEYENNE HIGH SCHOOL BOOSTER ORGANIZATION CONFLICT OF INTEREST STATEMENT

Board Members have an obligation to conduct business within guidelines that prohibit actual or potential conflicts of interest. This policy establishes only the framework within which the West Fargo Sheyenne High School Booster Organization wishes the business to operate. The purpose of these guidelines is to provide general direction so that Board Members can seek further clarification on issues related to the subject of acceptable standards of operation.

Transactions with outside firms must be conducted within a framework established and controlled by the executive level of the West Fargo Sheyenne High School Booster Organization. Business dealings with outside firms should not result in unusual gains for those firms. Unusual gain refers to bribes, product bonuses, special fringe benefits, unusual price breaks, and other windfalls designed to ultimately benefit the Board Member. Promotional plans that could be interpreted to involve unusual gain require specific Board approval.

No "presumption of guilt" is created by the mere existence of a relationship with outside firms. However, if a Board Member has any influence on transactions involving purchases, contracts, or leases, it is imperative that he or she disclose to the Governing Board as soon as possible the existence of any actual or potential conflict of interest so that safeguards can be established to protect all parties.

An actual or potential conflict of interest occurs when a Board Member is in a position to influence a decision that may result in a personal gain for that Board Member or for a relative as a result of this West Fargo Sheyenne High School Booster Organization's business dealings. For the purposes of this policy, a relative is any person who is related by blood or marriage, or whose relationship with the Board Member is characterized as that of a "significant other."

Personal gain may result not only in cases where a Board Member or relative has a significant ownership in a firm with which this West Fargo Sheyenne High School Booster Organization does business but also when a Board Member or relative receives any kickback, bribe, substantial gift, or special consideration as a result of any transaction or business dealings involving the West Fargo Sheyenne High School Booster Organization.

The materials (including salvage), products, designs, plans, ideas, and data of this organization are the property of the West Fargo Sheyenne High School Booster Organization and should never be given to an outside firm or individual except through normal channels and with appropriate authorization. Any improper transfer of material or disclosure of information, even though it is not apparent that a Board Member has personally gained by such action, constitutes unacceptable conduct. Any Board Member who participates in such a practice will be subject to disciplinary action, up to and including possible immediate discharge and legal action.