

## **Conflict of Interest Policy**

**Region(s): ALL**

All employees and members of the Rocketship Public Schools governing board (“Board”) must avoid situations involving actual or potential conflict of interest.

The term “actual or potential conflict of interest” describes any circumstance that would or would appear to cast doubt on an employee’s ability to act with total objectivity with regard to Rocketship Public Schools’ (RSPS) interest. Each employee and Board member is expected to avoid any action or involvement which would or would appear to in any way compromise his or her actions on behalf of RSPS. Activities that constitute an actual or potential conflict of interest include, but are not limited to, the following:

- For an employee or Board member to conduct business on behalf of RSPS with his/her family member, paramour, or co-resident or a business organization in which such person has a significant association or interest, which could give rise to an actual or potential conflict of interest. (See also RSPS Conflict of Interest Code, which requires designated positions to disclose certain types of economic interests; and RSPS Relationships and Nepotism Policy.)
- To serve in an advisory, consultative, technical, or managerial capacity for any entity that is not affiliated with RSPS which does significant work with or performs similar functions as RSPS.
- Using proprietary or confidential RSPS information for personal gain or to RSPS’s detriment.
- Using RSPS property or labor for personal use.
- Acquiring any interest in property or assets of any kind for the purpose of selling or leasing it to RSPS.
- Committing RSPS to give its financial or other support to any outside activity or organization.

An employee involved in any relationships or situations which would or would appear to constitute a conflict of interest should immediately and fully disclose the relevant circumstances to his/her supervisor and/or the Director of Human Resources, for a determination about whether a potential or actual conflict exists.

The supervisor or Director of Human Resources will summarize the employee-reported conflict that may constitute a conflict of interest and will immediately and fully disclose the relevant circumstances to the RSPS General Counsel and/or the RSPS CEO.

If an actual or potential conflict is determined, Rocketship may take whatever corrective action appears appropriate according to the circumstances. Failure to adhere to this guideline, including failure to disclose any conflicts or to seek an exception, may result in discipline, up to and including discharge.

*Approved by Rocketship Education Board of Directors, Inc. 8/25/2016*

*Approved by Rocketship Education Board of Directors Wisconsin 8/25/2016*

*Approved by the Rocketship Education, D.C., Public Charter School, Inc. Board of Trustees 8/25/2016*

*Revised: 7/1/2019*