

**CODE OF BY-LAWS
OF**

Dugger Union Community Schools Corporation

Adopted September 14, 2015

ARTICLE 1

Identification

Section 1.01. Name. The governing body of the Dugger Union Community Schools Corporation (the Corporation) shall be officially known as the Board of Trustees (Board).

Section 1.02. Purpose and Mission Statement. The Board of Trustees exists for the purpose of a governing system for providing a free, public education in grades kindergarten – grade 12 for children in the state of Indiana attendance area. I.C. 20-24-5-1.

The Board will support and uphold the mission of DUCSC. The mission of Dugger Union Community Schools Corporation is to equip every student with the knowledge, confidence, and character to succeed in school and beyond. Students will, from the earliest grades, steadily build a strong foundation of learning habits, critical thinking skills, and knowledge to excel academically as they mature, allowing them to graduate as confident young adults, who are college and career ready.

Sections 1.03. Non-Discrimination. The Corporation shall not discriminate on the basis of race, religion, national origin, gender, or age in either the hiring and other employment practices of the school or in its admission policies for students. Further, the Corporation shall be open to all students in its authorized geographic area based on Indiana statute and shall not discriminate in its admission policies or practices. The Corporation shall conduct all of its activities in accordance with all applicable local, state, and federal anti-discrimination laws, as well as in accordance with all other laws and regulations applicable to the operation of charter public schools in the State of Indiana.

Section 1.04. Address. The official address of DUCSC is 7356 E CR 50 S Dugger, IN 47848-8101.

ARTICLE 2

Board Authority, Powers, & Philosophy

Section 2.01. Authority. The supervision of this Corporation shall be conducted by the Board of Trustees, hereinafter sometimes referred to as the "Board", which is constituted and is governed by the laws of the State of Indiana.

Section 2.02. Powers. The Board of Trustees shall have all powers and authority, as designated in the Charter, for the management of the business, property, and affairs of the Corporation, to do such lawful acts as it deems proper and appropriate to promote the objectives and purposes of the Corporation. The Board of Trustees may, by general resolution, delegate to committees of its own number or to officers of the Corporations such powers as it may see fit for specified periods of time.

The power of this Board extends to those matters expressly granted by statute or those matters which may be necessarily implied from such powers specifically delegated as being necessary to carry them out.

The Board shall retain the power to act, through written policies, in situations in which there is no action required by statute nor by statutory prohibition to act.

The School Board shall have the management and control of all facilities and programs in the Corporation and the employees, students, and other persons entering upon its premises.

I.C. 20-23-4, 20-26-3, 20-26-5-4, 20-26-5-5

Section 2.03. Board Philosophy. The School Board has the dual responsibility for implementing legal requirements pertaining to public education and for meeting the desires of the citizens. While the Board has an obligation to determine and assess citizen desires, it is understood that when individuals are elected or appointed to represent citizens in the conduct of specified educational programs, they, at the same time, endow their representatives with the authority to exercise their best judgment in determining policies, making decisions, and approving procedures for carrying out the responsibility.

The Board declares and, thereby, reaffirms its intent to:

- A. maintain two-way communications with citizens of the Corporation. The Board shall keep them informed of the progress and problems of the School Corporation, and the citizens shall be urged to bring their aspirations and concerns about the Corporation and its schools to the attention of this body;
- B. establish policies and make decisions on the basis of declared educational philosophy and goals;
- C. act as a truly representative body for citizens in all matters related to programs and operations. The Board recognizes that ultimate responsibility for public education rests with the State, but the Board of Trustees has been assigned specific authority through statute, and the Board shall not relinquish or fail to exercise that authority.

ARTICLE 3 Functions

Legislative

Section 3.01. By-Laws and Policies. The School Board shall adopt bylaws and policies for the organization and operation of this Board and the Corporation.

The bylaws and policies may be adopted, amended, and repealed at any meeting of the Board, provided the proposed adoption, amendment, or repeal shall have been proposed at a previous Board meeting and, once proposed, shall have remained on the agenda of each succeeding Board meeting until approved or rejected. Except that the Board may upon a vote and where compelling reasons exist, cause to suspend at any time the operation of a bylaw or policy herein contained, provided the suspension does not conflict with law, and such suspension shall terminate at the next meeting of the Board or at such earlier time as is specified in the motion to suspend.

These bylaws and policies may be adopted or amended at a single meeting of the Board in an emergency. An emergency shall be defined for purposes of this rule as any situation or set of circumstances which the Board has reason to believe will close the schools or jeopardize the safety or welfare of the students or employees of the Corporation.

Any resolution adopted under emergency conditions shall expire automatically at the first public meeting of the Board following the abatement of the emergency unless the Board moves to adopt said resolution in final form.

Bylaws shall be adopted, amended, repealed or suspended by a 2/3's vote of the full Board (physically present). Policies shall be adopted, amended, or repealed by a majority vote of the full Board (physically present). (Two-thirds (2/3's) of a five (5) member Board is four (4) members.)

The adoption, modification, repeal, or suspension of a Board bylaw or policy shall be recorded in the minutes of the Board. All bylaws and policies shall be printed in the Board policy manual. Any policy or part of a policy that is superseded by a term in a negotiated agreement shall no longer be in force and effect as a policy.

The Board may adopt, amend, or repeal administrative rules of order for its own operation by simple resolution of the Board passed by a majority of those present and voting. I.C. 20-26-5-4

Executive

Section 3.02. Selection of Executive Director/Principal

The School Board shall exercise its executive power in part by the appointment of an Executive Director/Principal who shall enforce the statutes of the State of Indiana, administrative guidelines of the State School Board as they apply to charter schools, the provisions of the charter application, and the policies of this Board.

The Executive Director/Principal shall prepare guidelines for the administration of the School Corporation which are in compliance with the Charter, statutes, regulations of the State Board, or the policies of this Board.

Such administrative guidelines shall be binding on the employees and the students of this Corporation when issued.

The Executive Director/Principal shall be delegated the authority to take necessary action in circumstances not provided for in Board policy, provided that such action should be reported to the Board at the next meeting following such action.

Judicial

Section 3.03. The School Board may assume jurisdiction over any dispute or controversy arising within or pertaining to the Corporation and concerning any matter in which authority has been vested in the Board by the charter, statute, rule, a contract, or policy of this Board.

The Board may hold hearings which shall offer the parties to a dispute, on notice duly given, a fair and impartial forum for the resolution of the matter.

ARTICLE 4

Membership

Section 4.01. Non-Membership. The Corporation shall have no members. The Trustees shall have all powers and duties to conduct the activities of the Corporation.

Members of the Board shall be qualified and elected in accordance with the By-Laws. If a teacher or a noncertified employee of the Board is elected or appointed to the Board, the employee must resign from employment by the Board before serving on the Board.

In accordance with Department of Education requirements, before August 1st of each school year (July 1st to June 30th), the Executive Director/Principal shall file with the State Superintendent of Public Instruction a listing of the:

- A. names and addresses of members of the Board;
- B. names and addresses of the Board's officers;
- C. expiration dates of the terms of the Board members and officers.

Should a change occur in Board membership during the term of one or more members of the Board, the School Corporation shall file the change with the State Superintendent of Public Instruction within thirty (30) days after the change occurs. (I.C. 20-23-8-22)

ARTICLE 5

Board of Trustees

Section 5.01. Number and Qualification. The Board of Trustees shall consist of not less than five (5) and not more than nine (9) persons. The Executive Director/Principal of the charter school shall be a non-voting member of the Board of Trustees.

During the initial years of operation, the Board shall be comprised of the Trustees whose names are set forth in the Charter Agreement. To ensure continuity and stability of the charter school, these "charter trustees" shall serve a term of four (4) years. Thereafter, the Trustees shall be elected in accordance with the provisions of Section 5.03 (b).

Except as otherwise provided in the By-Laws, all members of the Board of Trustees shall have and be subject to the same and equal qualification, rights, privileges, duties, limitation and restrictions. A majority of the members of the Board of Trustees must be residents of Cass or Jefferson Townships, Sullivan County, Indiana.

Section 5.02. Term. At each annual meeting of the Trustees held on or about June 29 of each year, trustees shall be chosen for a term of four (4) years. Terms shall be staggered so that no more than 1/3 of the Board shall be up for election in any year, unless a vacancy(ies) need to be filled.

Section 5.03. Election. Incumbent Trustees shall be eligible for reappointment; provided, however, no person may serve as a Trustee for more than three (3) consecutive four (4) year terms. Previous Trustees shall be eligible for membership after a lapse of one (1) year.

After the initial year of operation, Trustees will be elected to fill vacancies on the Board by the process outlined below:

- A. All Board of Trustees applicants will be required to go through a screening process, overseen by a Nominating Committee appointed by the Board of Trustees. The Nominating Committee shall consist of board members, staff member(s), and community members. The Board shall determine the number of those who will serve on the Nominating Committee.
- B. All Board of Trustees applicants will be required to fill out a questionnaire.
- C. Upon completion of the screening process, the Nominating Committee will then place into nomination before the Board the names of candidates for each open position on the Board of Trustees.
- D. No more than three candidates per position shall be nominated.
- E. The Board of Trustees will vote on the candidates for each position in an open, public meeting.

- F. The Dugger Union Community Schools Corporation Board of Trustees has final authority over all ballots.
- G. The time, date and location of all elections will be advertised by the Board using, but not limited to, the following methods; public service announcements in newspapers, postings on the school's website, and sending notification home with students.
- H. Voting on board member elections will be done in person in an open, public meeting.
- I. Newly elected trustees shall assume office at the first Board of Trustees meeting following their election.

Section 5.04. Vacancies. In the event that a vacancy occurs among the Board of Trustees caused by death, resignation, removal or other cause, the Board of Trustees shall elect a person to fill such vacancy. A Trustee elected to fill a vacancy shall hold office until the next annual meeting held in June at which time the trustee may opt to apply for a permanent board position.

Section 5.05. Resignation. Any Trustee may resign at any time by giving written notice of such resignation to the President of the Board of Trustees. A resignation is effective upon the delivery unless the notice specifies a later effective date. The acceptance of a resignation shall not be necessary to make it effective.

Section 5.06.

A Trustee may be removed for cause at a meeting of Trustees by an affirmative vote of two-thirds of the remaining Board of Trustees. Trustees being considered for removal shall receive prior notice of such proposed action and shall have the opportunity to address the Board regarding such action prior to any vote on such removal.

Section 5.07. Annual Meetings. An annual meeting of the Board of Trustees for the election of Trustees and Officers and such other business as may come before the meeting shall be held in June of each year. Written notice shall be given not less than five (5) days nor more than ten (10) days of the time, place, and purposes of the meeting. The meeting shall be held at the principal location of the Corporation or such other place as shall be specified in the meeting notice. The notice shall comply with the Public Meetings Law (Open Door Law). IC 5-14-1.5. If the annual meeting is not held as above provided, the election of officers may be held at any subsequent meeting of the Board of Trustees specifically called in the manner set forth herein.

Section 5.08. Regular Meetings. Regular Meetings. In addition to the Annual Meeting, Regular meetings of the Board of Trustees shall be held once a month from August through May, excepting in the month of the Annual Meeting, and at such other times as the Board may, from time to time, determine. Timely public notice of all such regular meetings shall be provided as specified in the Public Meetings Law. IC 5-14-1.5. The Board of Trustees may provide by resolution the time and place within the State of Indiana, for the holding of additional regular meetings of the Board without other notice than such resolution.

Section 5.09. Special Meetings. Special meetings of the Board of Trustees may be called by the President and shall be called to order thereof upon the written request of at least two Trustees, which request shall set forth the business to be conducted at such meeting. Such notice shall specify the time and place of the meeting and in all respects comply with the notice requirements contained in the Public Meetings Act.

Section 5.10. Notice of Meetings. All meetings of the Board of Trustees shall be held in accordance with the Indiana Public Meetings Law, codified at IC 5-14-1.5. Adequate notice of all meetings subject to the Law shall be visibly posted and provided to newspapers of local circulation not less than forty-eight (48) hours before any such meeting.

Section 5.11. Quorum. A majority of the full number of Trustees shall constitute a quorum of the Board for the transaction of business. When a quorum is present, a majority of the Trustees present may take any action on behalf of the Board, except to the extent that a larger number is required by law, by the Charter, or by these By-laws. Every act of a majority of the Trustees present at a meeting duly held at which a quorum is present shall be regarded as the act of the Board of Trustees.

Section 5.12. Meeting Attendance. Trustees are expected to attend all Board meetings. It shall be the duty of the Secretary of the Board to communicate with any trustee after such trustee's three unexcused, consecutive absences to ascertain the trustee's interest in retaining Board membership. Failure to provide an adequate response may qualify as sufficient cause for removal from the Board of Trustees.

Section 5.13. Meeting by Telephone, etc. Any of all of the members of the Board of any committee designated by the Board may participate in a meeting by or through the use of any means of communication by which all persons participating may simultaneously communicate with each other during the meeting. However, a board member must be physically present to cast a vote.

Section 5.14. Compensation. Trustees receive no payment for their services. With board approval, trustees may be reimbursed for out-of-pocket expenses incurred on approved board business. Trustees must present receipts for all such expenses, which shall be for the trustee only, and shall be itemized and documented. Such expenses must be approved by a motion of the board at the meeting immediately following the expenditure(s). Each year, at the annual meeting, the Board of Trustees shall set a schedule of allowable charges for meals, lodging, mileage expended on board business. Reimbursements shall not exceed these limitations.

ARTICLE 6

Committees

Section 6.01. Establishment. The Board of Trustees may appoint such standing committees and/or ad hoc committees as it thinks necessary for the effective governing of the school.

Section 6.02. Standing Committees. Each standing committee shall have a charge specific to its permitted activities and such charges shall be incorporated into the charter school policy manual. The function of any committee so established shall be fact-finding, deliberative, and advisory to the Board of Trustees. Committees shall not have authority to take legislative or administrative actions, nor to adopt policies for the school. Standing committees shall be made up on no more than two less than a quorum of the Board of Trustees. The president shall be an ex officio member of each committee. The Executive Director shall be an ex officio member of each committee, except where his/her evaluation, tenure, or salary is to be deliberated.

Section 6.03. Ad Hoc Committees. Each ad hoc committee shall have a charge specific to its permitted activities and that charge shall include the date on which the committee is to present its final report to the Board of Trustees and be dissolved. Members of ad hoc committees shall be drawn from those parents and staff of the school community who indicate interest in serving on the ad hoc committee and from such others as may be deemed appropriate by the Board

of Trustees. Trustees shall not be eligible to serve on ad hoc committees, since they have authority and responsibility to review the committee's recommendations and adopt them or not.

ARTICLE 7

Officers

Section 7.01. Officers and Agents. The officers of the Corporation shall consist of a President, a Secretary, a Treasurer, and such other officers as the Board of Trustees may, by resolution, designate from time to time. No Officer may hold more than one position at the same time.

The Board of Trustees may, by resolution, create, appoint and define the duties and fix the compensation, if any, of such officers and agents as, in its discretion, is deemed necessary, convenient or expedient for carrying out the purposes for which the Corporation is formed; provided, however, that officers and agents shall be compensated, if at all, only for actual services performed on behalf of the Corporation.

Section 7.02. Election, Term of office and Qualification. All officers shall be chosen ~~annually~~ by the Board of Trustees at the annual meeting of the Board of Trustees. Each officer shall hold office (unless the officer resigns, is removed, or dies) until the next annual meeting of the Board of Trustees or until a successor is chosen and qualified.

The president may serve no more than three consecutive one-year terms. Trustees elected to the other officer positions may serve no more than five consecutive one-year terms. Former officers, after a break in service of one year, may be elected to another term as an officer.

Section 7.03. Vacancies. In the event an office of the Corporation becomes vacant by death, resignation, retirement, disqualification or any other cause, the Board of Trustees shall elect a person to fill such vacancy, and the person so elected shall hold office and serve until the next annual meeting of the Board of Trustees or until a successor is elected and qualified, or until the officer's death, resignation or removal.

Section 7.04. Duties. Officers shall have the duties and responsibilities belonging to their office, including those that follow.

- A. President. The President, if present, shall preside at all meetings of the Board of Trustees, shall appoint the chairperson and members of all standing and temporary committees, subject to the review of the Board of Trustees. The President may enter into and execute in the name of the Corporation contracts or other instruments that are authorized by the Board of Trustees and shall do and perform such other duties as the Code of By-Laws provides or as may be assigned by the Board of Trustees.
- B. Secretary. The Secretary shall have the custody and care of the corporate records and the minute book of the Corporation. The Secretary shall attend all the meetings of the Board of Trustees of the Corporation, and shall keep, or cause to be kept in a book provided for the purpose, a true and complete record of the proceedings of such meetings, and shall perform a like duty for all standing committees of the Board of Trustees when required. The Secretary shall attend to the giving and serving of all notices of the Corporation, shall file and take care of all papers and documents belonging to the corporation, shall authenticate records of the Corporation, and shall perform such other duties as may be required by the Code of By-Laws or as may be prescribed by the Board of Trustees.

C. Treasurer. The Treasurer shall be the chief financial officer of the Corporation and shall have oversight of the Business Administrator as that employee takes responsibility of the financial records, investments, and other evidences of school properties and assets. The Treasurer shall ensure that the School Treasurer keeps regular books of account for the Corporation that set out business transactions of the Corporation, such books to be at all times open to inspection at their place of keeping to any Board of Trustee member. The Treasurer shall be the chair of the Financial Committee, which shall prepare an annual budget, in conjunction with the Executive Director and the School Treasurer, for the consideration and approval of the Board of Trustees. The Treasurer shall ensure that the School Treasurer deposits all moneys and other valuables in the name and to the credit of the Corporation with such depositaries as shall be designated by the Board of Trustees. The Treasurer shall provide oversight to the Business Administrator in the investment and reinvestment of funds of the Corporation and the disbursement of funds of the Corporation as may be ordered by the Board of Trustees. The Treasurer shall render to the Board of Trustees and the members of the school community, at the Annual Meeting, statements evidencing the current financial condition of the Corporation.

The Treasurer shall ensure that the School Treasurer establishes a system of adequate financial recording showing quarterly income, expenditures, and balance and shall, at the first meeting following the end of each quarter, submit to the Board of Trustees a detailed written financial report in compliance with the Indiana statutes and regulations relating to charter schools. The Treasurer, as chair of the Finance Committee, annually shall recommend an auditing firm to be hired by the Board of Trustees to review the books of the Corporation and provide a report on them to the Board of Trustees.

Section 7.05. Removal. Any officers may be removed from office, with cause, by the affirmative vote of two-thirds of the full membership of the Board of Trustees at any regular meeting or special meeting called for that purpose

Section 7.06. Resignations. Any officer may resign at any time by delivering notice to the Board of Trustees, the President or the Secretary. A resignation is effective upon delivery unless the notice specifies a later effective date.

Section 7.07. Legal Counsel. The School Board may appoint a legal counsel whose duty shall be to advise the Board and the Executive Director and others as designated by the Executive Director on specific legal problems submitted by the Executive Director and to make such recommendations as required. The legal counsel shall also represent the Board where required by law.

Section 7.08. School Board Conferences, Conventions, and Workshops. The School Board recognizes the value of membership and attendance at conferences and meetings at the local, County, State, and National level.

Attendance at local, County, and State workshops and conferences is encouraged.

Each Board member is expected to report back to the Board after attending a conference at Corporation expense.

Travel and personal expenses of spouse, children, or other guests traveling with a Board member shall be the responsibility of the Board member or of the individual.

Expenses for convention functions attended as a group will be borne by the Corporation within budgetary limits. The President of the Board will regularly receive a record of Board member attendance at conferences.

ARTICLE 8

Loans to Officers and Trustees

The Corporation shall not lend money to or guarantee the obligations of any officer or Trustee of the Corporation.

ARTICLE 9

Financial Affairs

Section 9.01 Contracts. The Board of Trustees may authorize any officer or agent to enter into any contract or execute and deliver any instrument of the name of and on behalf of the Corporation, and such authority may be general or confined to a specific instance; and unless so authorized by the Board of Trustees, no officer, agent or employee shall have any power or authority to bind the Corporation by any contract or engagement, or to pledge its credit or render it liable peculiarly for any purpose or to any amount.

Section 9.02. Checks, etc. The Board shall by resolution designate officers or employees of the Corporation who may, in the name of the Corporation, execute drafts, checks and orders for the payment of money in its behalf. The Board of Trustees shall establish a policy setting the amount above which checks must have both signatures.

Section 9.03. Investments. The Corporation shall have the right to retain all or any part of any securities or property acquired by it in whatever manner, and to invest and reinvest and funds held by it, according to the judgment of the Board of Trustees. All business will be conducted according to Indiana statute.

Section 9.04. Audited Financial Statements. In accordance with Indiana statute, The Corporation shall maintain financial statements prepared with generally accepted accounting principles and shall engage an independent certified public accountant, approved by the State Board of Accounts, to audit such financial statements.

ARTICLE 10

Fiscal Year

Section 8.05. Fiscal Year. The fiscal year of the Corporation shall be July 1st to June 30th.

ARTICLE 11

Prohibited Activities

Notwithstanding any other provision of the Code of By-Laws, no member, Trustee, officer, employee or agent of the Corporation shall take any action or carry on any activity by or on behalf of the Corporation not permitted to be taken or carried on by an organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, or any successor provision or provisions thereto.

ARTICLE 12

Amendments

The Board of Trustees shall have the power to make, amend, or repeal the By-laws of the charter school, either in whole or in part. The By-laws may be amended at any regular meeting of the Board of Trustees or any special meeting called for that purpose. Written notice stating the time and location of the regular meeting or special meeting must be given to all trustees and posted in all places and in newspapers as required by the Open Public Meetings Act not less than ten (10) days prior to the meeting at which such change(s) shall be proposed and voted upon. Any change shall require the approval by a two-thirds (2/3rds) vote of the full membership of the board.

ARTICLE 13
Board Member Ethics

Section 13.01. A School Board member should honor the high responsibility which his/her membership demands by:

- A. thinking always in terms of "children first";
- B. understanding that the basic function of the Board of Trustees is "policy-making" and not "administrative", and by accepting the responsibility of learning to discriminate intelligently between these two functions;
- C. accepting the responsibility along with his/her fellow Board members of seeing that the maximum of facilities and resources is provided for the proper functioning of schools;
- D. refusing to "play politics" in either the traditional partisan, or in any petty sense;
- E. representing at all times the entire school community;
- F. accepting the responsibility of becoming well informed concerning the duties of Board members, and the proper functions of public schools;
- G. recognizing responsibility as a State official to seek the improvement of education throughout the State.

Section 13.02. A School Board member should respect his/her relationships with other members of the Board by:

- A. recognizing that authority rests only with the Board in official meetings, and that the individual member has no legal status to bind the Board outside of such meetings;
- B. refusing to make statements or promises as to how s/he will vote on any matter which should properly come before the Board as a whole;
- C. making decisions only after all facts bearing on a question have been presented and discussed;
- D. respecting the opinion of others and by graciously conforming to the principle of "majority rule";
- E. refusing to participate in irregular meetings such as "secret" or "star chamber" meetings, which are not official and which all members do not have the opportunity to attend.

Section 13.03. A School Board member should maintain desirable relations with the Executive Director/Principal and his/her staff by:

- A. striving to procure, when the vacancy exists, the best professional leader available for the head administrative post;
- B. giving the Executive Director/Principal full administrative authority for properly discharging his/her professional duties, and also by holding him/her responsible for acceptable results;
- C. acting only upon the recommendation of the Executive Director/Principal in matters of employment or dismissal of school personnel;

- D. having the Executive Director/Principal present at all meetings of the Board except when his/her contract and salary are under consideration;
- E. referring all complaints to the proper administrative office and by discussing them only at a regular meeting after failure of administrative solution;
- F. striving to provide adequate safeguards around the Executive Director/Principal and other staff members to the end that they can live happily and comfortably in the community and discharge their educational functions on a thoroughly professional basis;
- G. presenting personal criticisms of any employee directly to the Executive Director/Principal.

Section 13.04. A School Board member should meet his/her responsibilities to his/her community by:

- A. attempting to appraise fairly both the present and future educational needs of the community;
- B. regarding it as a major responsibility of the Board to interpret the aims and the methods of the school;
- C. insisting that all school business transactions be on an open, ethical, and above-board basis;
- D. vigorously seeking adequate financial support for the schools;
- E. refusing to use his/her position on the Board of Trustees in any way whatsoever for personal gain or personal prestige;
- F. refusing to discuss personnel matters or any other confidential business of the Board in his/her home, on the street, or in his/her office;
- G. winning the community's confidence that all is being done in the best interests of school children.

**ARTICLE 14
Conflict of Interest**

Board members shall perform their official duties in a manner free from any possible criticism or prejudice or self interest. To this end:

- A. every effort shall be made to avoid the possibility of a claim being made that an individual participated in reaching a decision on a matter in which s/he had either a direct or an indirect financial interest of a substantial nature;
- B. each member of the Board shall resist every temptation and outside pressure to use his/her position as a Board member to benefit either himself/herself or any other individual or agency apart from the total interest of the School Corporation;
- C. when a member of the Board determines that the possibility of a personal interest conflict exists, he/she should, prior to the matter being considered, disclose his/her interest in accordance with statute (such disclosure shall become a matter of record in the minutes of the Board), and thereafter shall abstain from participation in both the discussion of the matter and the vote thereon; (I.C. 35-44-1-3)

D. no member of the Board may obtain, for at least one (1) year after termination of service on the Board, a pecuniary interest in any Corporation contract or purchase which was approved during his/her tenure. (I.C. 35-44-1-7)

ARTICLE 15
Gifts and Gratuities

A Board member or an employee of the School Corporation making a recommendation to the Board on a matter to be considered by the Board shall not accept a gift or gratuity from a person or entity having a substantial personal or pecuniary interest in the Board's decision on the matter.

A Board member who has accepted a gift or gratuity from a person or entity having a substantial personal or pecuniary interest in the Board's decision may return the gift or gratuity or its value to the source and thereafter participate in the process of consideration of the matter, and the Board vote on the matter.

If a Board member taking part in evaluating a proposal to be considered by the Board, or a dependent of Board member, has accepted a gift or gratuity from a person or entity having a substantial personal or pecuniary interest in the Board's decision, the Board member shall abstain from all involvement in the formulation of a recommendation to the Board, Board discussion on the matter, and the Board vote on the matter. I.C. 35-44-1-3

Approved and adopted September 14th 2015 by

Kyle Foli
President

Treasurer

Member

Deborah J. Ellis
Secretary

Carri Howard
Member

[Signature]
Executive Director/Principal, Witness