Bylaws of Mountain Discovery Charter School

ARTICLE I – Name of Non-Profit Corporation

Section 1. Name
The name of the non-profit corporation is Mountain Discovery Charter School of Swain County, duly authorized under the statutes of the State of North Carolina.

Section 2. Principal Office
The principal office of the Corporation is located in Almond, Swain County, North Carolina. The initial registered office of the Corporation is located at 69 Laura Lane, Almond, North Carolina 28702.

ARTICLE II – Purposes

Section 1. Mission and Purposes
The mission of Mountain Discovery Charter School is as follows:

We believe that empowering our students empowers our community.

The students of Mountain Discovery Charter School are actively engaged in an experientially rich, hands-on course of study developed to maximize each child's potential to become a responsible and respected citizen of the local and global community. Parents, Students, Teachers, and Staff are dedicated to:

- Fostering individual learning styles to reach ambitious academic goals.
- Nurturing and facilitating our children's natural abilities to think creatively and critically.
- Promoting self-confidence through respect for self, others, and the environment.

Mountain Discovery Charter School (the "Corporation") is organized exclusively for educational and charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code. The Corporation shall operate to support the mission of Mountain Discovery Charter School (MDCS).

ARTICLE III – Board of Directors

Section 1. Powers
The activities, affairs, and business of the Corporation shall be managed under the direction of the Board of Directors.

Section 2. Composition, Qualifications, and Terms

A. The Board of Directors shall consist of not fewer than five (5) and not more than eleven (11) voting Board Members. All Directors must be at least eighteen (18) years of age.
B. Paid employees of the Corporation may serve only as nonvoting members of the Board of Directors.

C. Members of the Board of Directors shall be elected to two-year staggered terms, with approximately one-half of the Board seats expiring each year.
   a. No Board Member may serve more than two (2) consecutive full two-year terms.
   b. A Board Member filling a partial term of one year or less shall not have that service counted toward the term limit.
   c. Each Board Member shall continue to serve until a successor is elected unless the Board Member resigns, is removed, or becomes ineligible.
   d. A Board Member may resign at any time by providing written notice to the Board Chair.
   e. A Board Member may be removed in accordance with the removal provisions of these Bylaws.

D. Ex officio members of the Board of Directors shall serve as long as they hold the position entitling them to serve. Ex officio service does not count toward term limits.

E. Faculty Participation: The Board may include up to two (2) faculty or instructional staff members as nonvoting members of the Board.
   a. Faculty nonvoting Board Members shall not be counted toward quorum, shall not vote, and may not participate in closed sessions except as permitted by law.
   b. Faculty members are permitted and encouraged to participate in all board meetings and deliberations and shall provide instructional insight, represent the faculty voice, and may serve on committees as appointed.
   c. Faculty representatives shall serve a two (2) year term and may serve up to two (2) consecutive terms. After two (2) terms, they must take a break for at least one (1) year prior to returning to the Board of Directors.

F. Vacancies shall be filled by the remaining Directors. A Board Member appointed to fill a vacancy shall serve the remainder of the unexpired term.

Section 3. Duties and Expectations

A. Directors shall perform all duties required by law, the Articles of Incorporation, these Bylaws, and Board policy. Each Member of the Board of Directors shall act in good faith, with ordinary care, and in a manner reasonably believed to be in the best interests of the Corporation.

B. The Board shall appoint, evaluate, support, and, when necessary, remove the School Director(s)/Chief Executive Officer(s) (CEO).

C. The Board shall appoint, evaluate, support, and, when necessary, remove the Chief Financial Officer (CFO).

D. Board Members shall participate in annual Board training and governance development as required by North Carolina charter school standards.

E. Directors are expected to attend meetings. A Board Member with two consecutive unexcused absences shall be deemed to have submitted their resignation.

Section 4. Compensation

Members of the Board of Directors shall serve without compensation.

A. A Board Member who provides additional services to the School in another capacity may be compensated consistent with comparable contracts.

Section 5. Conflicts of Interest
Any Board Member who has a direct or indirect financial or personal interest in a matter before the Board shall disclose such interest promptly. Following disclosure, the Board Member shall refrain from discussion, shall not vote, and shall not be counted for quorum on the matter.

After full disclosure, the disinterested Directors may approve a transaction by majority vote of those present, provided the transaction is fair, reasonable, and in the best interests of the Corporation. No transaction may be approved if it constitutes prohibited self-dealing under Section 4941 of the Internal Revenue Code or would result in excise tax under Chapter 49A.

Section 6. Board Member Liability
Members of the Board of Directors shall be subject to all duties and liabilities imposed by the North Carolina Nonprofit Corporation Act. A Board Member who votes for or assents to an unlawful distribution may be jointly and severally liable to the Corporation for the amount of the distribution.

A Board Member shall not be liable if acting in good faith and with ordinary prudence in reliance on financial statements prepared according to generally accepted accounting principles. Liability shall not exceed the Corporation's debts, obligations, or liabilities existing at the time of the improper vote or assent.

ARTICLE IV – Officers

Section 1. Officers of the Corporation
The officers of the Board shall be the Chair, Vice-Chair, Secretary, and Treasurer. The Board may establish additional officer positions as needed. No individual may hold more than one of the offices of Chair, Secretary, or Treasurer.

Section 2. Election and Term of Office
Officers shall be elected annually at the Board's Annual Meeting and serve one fiscal year or until a successor is elected.

A) An officer may serve as many terms as they are elected during their tenure as a Member of the Board of Directors

Section 3. Appointment of Subordinate Officers and Agents
The Board may appoint subordinate officers or agents, including a School Director/CEO, and may delegate authority to appoint additional agents.

Section 4. Fiduciary Duties of Officers
Officers shall discharge their duties in good faith, with the care of an ordinarily prudent person, and in the best interests of the Corporation.

Section 5. Removal of Officers
Any officer may be removed, with or without cause, by majority vote of the Directors present at any meeting.

Section 6. Resignation of Officers
An officer may resign by written notice to the Chair or Secretary. Resignations are effective upon receipt unless a later date is specified.

Section 7. Vacancies
A vacancy in any office shall be filled for the remainder of the term in the same manner as the original appointment.

Section 8. School Director / Chief Executive Officer
The School Director(s) or Chief Executive Officer(s) shall have general charge of the day-to-day operations, business affairs, and employees of the School, subject to the direction and oversight of the Board. The Chief Executive Officer(s) shall perform such additional duties as may be assigned by the Board. The Chief Executive Officer(s) shall serve as an ex officio, nonvoting member of the Board of Directors and the Parent Advisory Committee and shall work collaboratively with these groups to advance the mission of Mountain Discovery Charter School.

Section 9. Chair
The Board Chair shall possess all rights, responsibilities, and privileges of Board membership. The Chair shall preside at all meetings of the Board, maintain order and decorum, ensure adherence to these Bylaws and applicable parliamentary procedure, and facilitate the Board's deliberations.

Consistent with *Robert's Rules of Order*, the Chair retains full voting rights as a member of the Board. The Chair may vote in all cases when voting by ballot and may exercise their vote at other times unless doing so would alter the outcome of the vote. In instances where the Chair's vote would create a majority or break a tie, the Chair shall cast a vote to determine the question.

Section 10. Vice-Chair
The Vice-Chair shall act in the absence or disability of the Chair and perform duties assigned by the Board.

Section 11. Secretary
The Secretary shall maintain the minutes, records, and corporate seal and ensure proper meeting notices.

Section 12. Treasurer
The Treasurer shall oversee financial affairs, serve on the Finance Committee, and report regularly to the Board.

Section 13. Chief Financial Officer
The CFO shall manage financial operations, budgeting, audits, and development functions, and serve as a nonvoting ex officio Board member.

Section 14. Delegation of Duties

The Board may delegate the duties of any officer to another officer or Board Member by majority vote.

ARTICLE V – Meetings

Section 1. Regular Meetings

The Board of Directors shall meet no fewer than six (6) times per fiscal year.

A. The date, time, and location of regular meetings shall be established by the Chair or the Chair's designee.
B. All regular meetings shall comply with the North Carolina Open Meetings Law.
C. One regular meeting each year shall be designated as the Annual Meeting pursuant to Section 4 of this Article.

Section 2. Substitute Meetings

If a regular meeting cannot be held as scheduled, the Chair or any two (2) Directors may call a substitute meeting. A substitute meeting may be designated as a regular meeting for all purposes, provided proper notice is given under Section 5 of this Article.

Section 3. Special Meetings

Special meetings of the Board may be called by the Chair or by any two (2) Directors. Notice of a special meeting shall be provided to all Directors not less than four (4) days prior to the meeting and shall state the date, time, location, and purpose of the meeting. Only business stated in the notice may be transacted at a special meeting.

Section 4. Annual Meeting

The Annual Meeting of the Board of Directors shall be held within three (3) months after the end of the fiscal year. The purposes of the Annual Meeting shall include: (1) Election of officers; (2) Receipt and approval of financial reports; and (3) Transaction of any other business included in the meeting notice.

Section 5. Notice of Meetings

Notice of all regular meetings, including the Annual Meeting, shall be provided to all Directors at least seven (7) days in advance. Notice of special meetings shall be provided at least four (4) days in advance. Notices shall be in writing and may be delivered personally, by mail, or by electronic means, including email or other approved electronic communication. Notice shall be sent to the address or electronic contact information on file with the Secretary.

Section 6. Quorum

A quorum shall consist of one-half (1/2) of the voting Directors then in office. If a quorum is not present at a meeting, the Directors in attendance may adjourn the meeting to a later time without further notice until a quorum is achieved. Nonvoting ex officio Directors and faculty nonvoting Directors shall not count toward quorum.

Section 7. Decision-Making

Unless a greater vote is required by law or these Bylaws, all actions of the Board shall be determined by a simple majority vote of the voting Directors present and voting, provided a quorum is established. In the event of a tie, the Chair shall cast the deciding vote. These provisions apply to all actions of the

Board, including amendments to these Bylaws and the election or removal of Board Members, unless otherwise specifically stated.

Section 8. Roll Call Voting

The Chair may require a roll call vote at their discretion, or any Board Member may request a roll call vote ahead of any vote. If a roll call vote is requested or required, each Board Member shall state their vote aloud in sequence as called by the Chair or Secretary. The official vote shall be recorded following the roll call.

ARTICLE VI – Committees

Section 1. Standing Committees

The Board of Directors shall maintain the following standing committees:

1. Executive Committee
2. Finance Committee

Standing committees shall meet as necessary to carry out their responsibilities and shall report their actions and recommendations to the Board at regular Board meetings. Each Board Member shall serve on at least one standing committee unless otherwise determined by the Board.

Standing committees are advisory unless specifically granted limited decision-making authority by Board resolution.

Section 2. Executive Committee

The Executive Committee shall consist of the Chair, Vice-Chair, Secretary, and Treasurer. The Executive Committee shall act on behalf of the Board only in matters expressly delegated to it by Board resolution.

The Executive Committee may not:

1. Hire or terminate the School Director/Chief Executive Officer
2. Approve or amend the annual budget
3. Amend the Bylaws
4. Approve major contracts or financial obligations beyond thresholds established by the Board
5. Remove Directors
6. Take any action reserved by law to the full Board

A majority of Executive Committee members shall constitute a quorum. All actions taken by the Executive Committee shall be reported to the Board at its next regular meeting.

Section 3. Finance Committee

The Finance Committee shall be elected by the Board. Membership may include individuals who are not Directors, provided that at least two (2) Directors serve on the committee.

The Chair of the Board and the School Director/Chief Executive Officer shall serve as ex officio, nonvoting members of the Finance Committee.
The Finance Committee is responsible for:

- Oversight of the financial affairs of the School
- Reviewing and recommending the annual operating and capital budgets
- Monitoring financial performance
- Oversight of audits and compliance with state charter-school fiscal requirements
- Reviewing financial policies and internal controls

The Finance Committee operates in an advisory capacity unless the Board delegates specific authority by resolution.

Section 4. Parent Advisory Committee
A Parent Advisory Committee ("PAC") may be established to support family engagement and provide input to the School. Parents/guardians of enrolled students shall elect PAC officers according to PAC procedures.
The Board Chair and the School Director/Chief Executive Officer shall serve as ex officio, nonvoting members of the PAC.
The PAC may make recommendations to the School on matters related to:

- Volunteer involvement
- Fundraising
- School culture and community engagement
- Parent communication

The PAC shall not exercise governance authority or act on behalf of the Board.

Section 5. Additional Committees
The Board may create additional committees as needed. Unless otherwise provided by the Board, the following requirements apply:

1. Committees exercising Board authority must consist of two or more Directors, and any such delegation shall be made by resolution of the Board.
2. Committees without Board authority (advisory committees) may include non-directors.
3. All committees operate subject to the Board's oversight, and the delegation of authority shall not relieve the Board or any of it's members of responsibilities imposed by law.
4. The Board Chair and the School Director/CEO shall serve as ex officio, nonvoting members of all committees unless otherwise determined by the Board.

ARTICLE VII – Procedures and Restrictions

Section 1. Contracts
The Board of Directors may authorize any officer or agent to enter into contracts or to execute and deliver instruments on behalf of the Corporation. Such authorization may be general or

limited to specific transactions. No contract or agreement shall bind the Corporation unless made under authority granted by the Board.

Section 2. Loans and Indebtedness
No loan shall be contracted on behalf of the Corporation, and no evidence of indebtedness shall be issued in its name, unless authorized by the Board of Directors.

An officer or agent authorized by the Board may negotiate loans or advances on behalf of the Corporation and may execute promissory notes, bonds, or other evidences of indebtedness as approved by the Board.

Section 3. Deposits
All funds of the Corporation shall be deposited in the name of the Corporation in such banks, trust companies, or other depositories as the Board of Directors designates.

The Board may delegate authority to an officer or agent to select depositories or make deposits consistent with Board policy and applicable law.

Section 4. Checks, Drafts, and Instruments
All checks, drafts, notes, acceptances, and other orders or evidences of indebtedness issued in the name of the Corporation shall be signed by two authorized individuals, one of whom shall be the Chair or Vice-Chair, and the other the School Director/Chief Executive Officer or the Treasurer, unless otherwise authorized by Board resolution.

Endorsements for deposit shall be made by the School Director/CEO, the Treasurer, or any officer or agent authorized by Board resolution.

Section 5. Gifts and Contributions
The Board of Directors may accept, on behalf of the Corporation, any contribution, gift, bequest, or devise for the general purposes or for any special purpose of Mountain Discovery Charter School. Acceptance of restricted gifts must comply with Board policy and applicable law.

ARTICLE VIII – General Provisions

Section 1. Corporate Seal
The corporate seal of the Corporation shall be in such form as approved by the Board of Directors. The use or nonuse of the seal shall not affect the validity of any instrument executed by the Corporation.

Section 2. Fiscal Year
The fiscal year of the Corporation shall begin on July 1 and end on June 30 of each year, unless otherwise determined by the Board of Directors.

Section 3. Amendments to the Bylaws
These Bylaws may be altered, amended, or repealed, and new Bylaws may be adopted, at any regular or special meeting of the Board of Directors by a majority vote of the Directors then in office. Written notice of the proposed amendment, repeal, or adoption shall be provided to all Directors at least seven

(7) days prior to the meeting. Notice may be delivered personally or sent by mail or electronic communication to the address on record with the Secretary.

Section 4. Books and Records
The Corporation shall maintain correct and complete books and records of account and shall keep minutes of the proceedings of the Board of Directors and its committees. All books and records shall be maintained in accordance with applicable law and Board policy.

Section 5. Meeting Norms
Meetings of the Board shall be conducted in a manner that supports respectful deliberation and effective governance. Board members shall strive to listen actively, respect diverse viewpoints, engage constructively, and work collaboratively to fulfill the mission of the Corporation. Parliamentary procedure shall follow Robert's Rules of Order, except where otherwise provided in these Bylaws.

Section 6. Indemnification of Directors and Officers
To the fullest extent permitted by the North Carolina Nonprofit Corporation Act, the Corporation shall indemnify any Member of the Board of Directors, officer, or individual serving at the request of the Corporation against liabilities and reasonable litigation expenses, including attorneys' fees, incurred in connection with any proceeding arising from their service to the Corporation, except in cases where the individual is adjudged to have acted in bad faith, engaged in willful misconduct, or derived an improper personal benefit. The Corporation may purchase and maintain insurance on behalf of any Director, officer, employee, or agent against any liability asserted against them and incurred in such capacity, whether or not the Corporation would have the power to indemnify them under this Article. The Board of Directors may authorize the advancement of expenses in defending any proceeding, subject to receipt of an undertaking to repay such amounts if it is ultimately determined that the individual is not entitled to indemnification.

Section 7. Conflict of Interest
No Director, officer, or employee of the Corporation shall obtain any direct or indirect financial interest in any entity participating in programs of the Corporation contrary to the Corporation's Conflict of Interest Policy. No individual shall receive personal or private benefit from the activities or funds of the Corporation other than reasonable compensation for services rendered and reimbursement of reasonable expenses. The Board of Directors may adopt, amend, or supplement a Conflict of Interest Policy to carry out the purposes of this section.

Section 8. Prohibited Activities
The Corporation shall comply with all requirements applicable to organizations described in Section 501(c)(3) of the Internal Revenue Code. The Corporation shall not participate in or intervene in any political campaign on behalf of or in opposition to any candidate for public office. No substantial part of the Corporation's activities shall consist of carrying on propaganda or otherwise attempting to influence legislation. No part of the net earnings of the Corporation shall inure to the benefit of any Director, officer, or private individual. The Corporation shall not conduct any activities prohibited for an organization exempt under Section 501(c)(3) or for an organization contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code.

Section 9. Dissolution and Distribution of Assets
Upon dissolution of the Corporation, the Board of Directors shall, after paying or making provision for all liabilities, dispose of all remaining assets exclusively for the purposes of the Corporation or to organizations that are organized and operated exclusively for charitable or educational purposes and that qualify as exempt under Section 501(c)(3) of the Internal Revenue Code. All asset distribution shall be made in accordance with the North Carolina Nonprofit Corporation Act and any applicable requirements of the State of North Carolina for charter schools.

Certification
The undersigned Directors hereby certify that the foregoing Bylaws were adopted as the Bylaws of the Corporation in accordance with North Carolina law.

SIGNATURES

Appendix A
Board Member Conduct and Relationship Addendum

Section 1. Purpose

This Addendum establishes expectations for the conduct, professionalism, and ethical responsibilities of members of the Board of Directors of Mountain Discovery Charter School ("the Corporation") and provides guidance to ensure transparency, equity, and avoidance of conflicts of interest when a Board Member has a child, dependent, or close family member enrolled as a student or employed by the School.

Section 2. Standards of Board Member Conduct

A. Duty of Integrity: Members of the Board of Directors shall conduct themselves with honesty, fairness, and integrity at all times and act in the best interests of the Corporation.
B. Professionalism and Respect: Members of the Board of Directors shall treat all members of the school community with dignity and respect, engage in civil discourse, uphold the School's mission, and comply with Board policies.
C. Confidentiality: Members of the Board of Directors shall maintain confidentiality of information protected by law, including student, personnel, and confidential Board matters.
D. Role Clarity: Members of the Board of Directors shall refrain from involvement in day-to-day operations and direct concerns through the Board Chair rather than staff or students.

Section 3. Directors with Children, Dependents, or Family Members at the School

A. No Special Treatment: A Board Member's child, dependent, or family member shall not receive preferential treatment. Board Members shall not use their position to influence staff regarding academic placement, discipline, evaluation, or employment matters.
B. Required Recusal: A Board Member shall disclose and recuse themselves from discussion or votes directly concerning their child, dependent, or family member. Recused Board Members shall not vote or count toward quorum.
C. Access as a Parent/Guardian: Board Members retain the same parental rights as other families but must exercise them independently of their Board role.

Section 4. Conflicts of Interest and Dual Relationships

Situations involving a Board Member's family member shall be governed by the Corporation's Conflict of Interest Policy and Articles III and VIII of the Bylaws. Board Members must promptly disclose any potential conflict and comply with recusal requirements.

Section 5. Board Attendance and Participation
Members of the Board of Directors with family members at the School remain eligible to serve fully, but frequent recusals that impair Board functioning may prompt a review initiated by the Board Chair.

Section 6. Enforcement
If a Member of the Board of Directors violates this Addendum, the Board Chair shall address the matter privately. Continued concerns may be referred to the Governance Committee or full Board. Corrective actions may include censure or removal.

Section 7. Annual Disclosure
Each Board Member shall annually disclose whether they have a child, dependent, or immediate family member who is a student or employee of the School. Changes during their term must be disclosed promptly. The Secretary shall maintain this information confidentially.

Section 8. Adoption
This Addendum is part of the Board's governance documents and may be amended in accordance with the amendment procedures outlined in the Bylaws.

Appendix B:
Open Meetings Compliance

This policy sets forth the procedures Mountain Discovery Charter School shall follow to comply with the North Carolina Open Meetings Law (Article 33C). The Board of Directors affirms that transparency and public access are essential to the governance of the school.

1. Meetings Open to the Public
All official meetings of the Board and its committees shall be open to the public, except when the Board enters into closed session for reasons explicitly permitted by G.S. 143-318.11.

2. Definition of Official Meeting
An official meeting includes any gathering of a majority of Board members, either in person or electronically, for the purpose of conducting, deliberating, or transacting school business.

3. Public Notice Requirements
The Board shall:

- Post a schedule of regular meetings and file it with the school office.
- Provide at least 48 hours' notice for special meetings.
- Provide notice to the public, to be accessible by media, for special and emergency meetings.
- Post meeting notices to the school website when possible.

4. Minutes and Documentation
The Board shall maintain accurate minutes of every meeting and shall prepare a general account of closed sessions. Minutes are public records unless public disclosure is counter indicated by the purpose of a lawful closed session.

5. Closed Sessions
Closed sessions may only occur for reasons established under G.S. 143-318.11, such as attorney-client consultation, discussion of confidential personnel matters, or real estate negotiations. The Board must enter closed session via open motion citing the statutory justification.

6. Electronic Meetings
When an official meeting is conducted by electronic means, the Board shall provide a location for public listening unless a fully remote meeting is authorized under state law. Notices for electronic meetings must specify the access method.

7. Public Recording and Media Access

The public and media may record, broadcast, or photograph any open meeting. The Board may regulate equipment placement only to prevent disruption.

8. Compliance and Consequences

Violations of this policy and the Open Meetings Law may result in actions being invalidated, legal injunctions, or attorney fee awards. Intentional violations may subject individual Board members to personal liability.

Appendix C:
Conflict of Interest Policy

Purpose

The purpose of this Conflict of Interest Policy is to protect the integrity of the Board's decision-making processes, ensure compliance with state and federal laws governing nonprofit organizations, and maintain public trust in the governance of Mountain Discovery Charter School ("the School"). This Policy supplements, but does not replace, applicable provisions of state law, the School's Bylaws, or any adopted ethics or governance policies.

Definitions

Interested Person: Any Director, Board Member, officer, committee member with Board-delegated powers, or individual acting in an official capacity who has a direct or indirect financial or personal interest in a matter before the Board.

Financial or Personal Interest: A person has a financial or personal interest if the individual or a member of their immediate family:

1. Has an ownership or investment interest in any entity involved in a transaction with the School;
2. Receives compensation or other material benefit from an entity or individual involved in the transaction;
3. Has a fiduciary duty to an entity involved in the transaction; or
4. May receive a material personal benefit from a Board decision.

Duty to Disclose

An Interested Person shall disclose the existence and nature of the conflict of interest to the Board as soon as they become aware, or reasonably should become aware, of its existence.

Procedures

Upon disclosure, the Interested Person shall refrain from discussion, not make or second motions, abstain from voting, and leave the meeting room during discussion and voting unless requested solely to answer questions. The Interested Person shall not count toward quorum.

After full disclosure and recusal, the disinterested Directors may approve the transaction by a good faith majority vote of the disinterested Directors present, provided the transaction is fair, reasonable, and in the best interests of the School.

Prohibited Transactions

The Board may not approve any transaction that constitutes self-dealing prohibited under Internal Revenue Code §4941 or would result in excise taxes under Chapter 49A of the Internal Revenue Code or any successor provisions.

Annual Disclosures

Each Board Member shall annually sign a statement affirming that they have received and read this Policy, understand their obligations, and agree to comply and disclose conflicts as they arise.

Records of Proceedings

The minutes shall document the nature of any conflict disclosed, the names of persons excused from discussion or voting, the content of the Board’s discussion, alternatives considered, and the vote of the disinterested Directors.

Violations of the Policy

Failure to disclose a conflict may result in corrective action, including censure or removal as provided by the Bylaws and applicable law.

Board Member Annual Conflict of Interest Disclosure Statement

Name: ____

Position/Role: _____________________________________

Date: ____

Acknowledgment:

I acknowledge that I have received, read, and understand the Mountain Discovery Charter School Conflict of Interest Policy and agree to comply with its requirements.

Signature: _____________________________________

Date: ____

Disclosure Questions:

1. Do you or any immediate family member have a financial interest in any entity that does business or seeks to do business with Mountain Discovery Charter School?

☐ Yes ☐ No

If yes, describe: ____

2. Do you serve as an employee, officer, director, trustee, partner, or consultant for any entity that does business or seeks to do business with the School?

☐ Yes ☐ No

If yes, describe: ____

3. Have you received any gifts, favors, loans, or other items of value from any individual or entity that does or seeks to do business with the School?

☐ Yes ☐ No

If yes, describe: ____

4. Do you have any other relationships, commitments, or activities that could create—or appear to create—a conflict of interest?

☐ Yes ☐ No

If yes, describe: ____

Certification:

I certify that the information provided above is true and complete to the best of my knowledge.

Signature: __________________________________

Date: _______________________________________