AMERICAN SCHOOL COUNSELOR ASSOCIATION

Conflict of Interest Disclosure

Governance Process Policy 5: BOARD MEMBERS' CODE OF CONDUCT
The board commits itself and its members to ethical, businesslike, and lawful conduct, including proper use of authority and appropriate decorum when acting as board members.

GP.5-A **Loyalty to Organization** Board members must have loyalty to the membership, unconflicted by any personal interest or loyalties to other organizations or individuals, including staff or other board members.

GP.5-B **Conflict of Interest** Board members must avoid conflict of interest with respect to their fiduciary responsibility. Accordingly:

GP.5-B.1 **Annual Disclosure** There will be no self-dealing or business by a member with the organization. Members will annually disclose their involvements with other organizations, with vendors, or any associations that might be or might reasonably be seen as being a conflict.

GP.5-B.2 **Conflict Discussion** When the board is to decide upon an issue, about which a board member has an unavoidable conflict of interest, that member shall absent herself or himself without comment from not only the vote, but also from the deliberation.

GP.5-B.3 **Employment Influence** Board members will not use their board position to obtain employment in the organization for themselves, family members, or close associates. Should a board member apply for employment, he or she must first resign from the board.

I have read the ASCA Board of Directors conflict of interest policy set forth above and agree to comply fully with its terms and conditions at all times during my service as an ASCA board member. I will promptly notify the ASCA Board of Directors Chair and Assistant Chair in writing if at any time following submission of this form I become aware of any actual or potential conflicts of interest, or if the information below becomes inaccurate or incomplete,

☐ I have no actual, potential or perceived conflicts of interest to disclose at this time.

☐ I would like to disclose the following actual or potential conflicts of interest:

Board candidate signature: _____

Name: _____ Date: _____