



Montessori School of Regina
PROMOTING THE LOVE OF LEARNING SINCE 1971

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POLICY 110

Conflict of Interest Policy

This Conflict of Interest Policy is designed to foster confidence in the integrity of the Board of Directors of Montessori School of Regina ("MSR") and to protect MSR's interest when it is contemplating entering into a transaction that might benefit the private interest of a Board member. A private interest shall include any commitment, investment, relationship, obligation or involvement, financial or otherwise, direct or indirect, that has the potential to unduly influence a Board member's judgment.

A conflict of interest is present when a Board member's stake in the transaction is such that it reduces the likelihood that influence can be exercised impartially in the best interests of MSR. Each Board member shall disclose any actual, perceived, or potential conflicts whenever they arise. Upon disclosure, all disinterested Board members will, after discussion, determine if a conflict exists and subsequently may or may not approve the transaction if, after exercising due diligence, they determine that the transaction is in the best interest of MSR. The decision will be reflected in the minutes of any meeting at which the vote occurred.

Each Board member shall annually sign a Conflict of Interest Agreement and Disclosure that affirms that the Board member has received a copy of the Conflict of Interest Policy, has read and understood the Policy, has agreed to comply with the Policy, and discloses any transactions that could give rise to a conflict of interest. Failure to disclose an actual or potential conflict of interest may result in disciplinary and/or corrective action.

Confidentiality Policy

Board members must at all times keep confidential all information and records obtained by a board member in his or her capacity as a board member. Confidential information may only be disclosed if it is otherwise generally available to the public, if the disclosure is required by law or if the disclosure is consistent with the purpose for which the information was obtained.

Board members cannot use confidential information obtained as a result of board business for personal profit or for the personal benefit of others.

Conflict of Interest/Confidentiality Agreement and Disclosure

As a member of the Board of Directors of Montessori School of Regina (“MSR”), I acknowledge that I have received a copy of the Conflict of Interest and Confidentiality Policies and have read, understood and agree to comply with their contents. I understand that while not all conflicts of interest are prohibited or harmful to MSR, full disclosure of all actual and potential conflicts is required. I understand that all actual and potential conflicts must be disclosed to the Board whenever they arise. I understand that disinterested members of the MSR Board shall make a determination as to whether a prohibited conflict exists and what subsequent action is appropriate (if any).

Disclosure of Actual or Potential Conflicts of Interest:

I acknowledge and agree that my selection for service on the Board of Directors of MSR constitutes good and valuable consideration for entering into this agreement, the receipt and sufficiency of which I hereby acknowledge.

In my individual capacity:

Signature: _____

Name: _____ Date: _____