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| Title: DISTRICT BOARD MEMBER CONFLICT OF INTEREST PROCEDURE | Code: A0106-2 |
| Authority: Wis. Stat. § 946.13, Wis. Stat. §19.46 | Original Adoption: 6/27/23 Revised: 6/27/23 Reviewed: 6/27/23 Effective: 6/27/23 |

The purpose of this policy is to observe state statutes regarding conflicts of interest and to engage in MATC District (“MATC District” or “District”) business activities in a fashion designed to avoid any conflict of interest or the appearance of impropriety.

MATC District Board (“MATC District Board”, “District Board” or “Board”) members owe a duty of loyalty to MATC. Our loyalty should begin with MATC and to the community. MATC District Board members must avoid conflicts of interest or the appearance of conflict of interest with respect to performance of their duties, Code of Conduct (outlined in Policy A0106) and fiduciary responsibilities.

A. Conflict of Interest

1. A conflict of interest exists when a Board member is in a position to influence, directly or indirectly, College business or College-related decisions which does or could result in personal financial gain or benefit for:
 - a) the Board member or that of a family member or a Board member’s affiliated organization. *See: Wis. Stat. § 946.13.*
 - b) another Board member, employee or student with whom the Board member has a consensual relationship.
2. Board members shall not use their positions to obtain employment at the College for themselves or family members, as defined in Wis. Stat. §19.46. Board members shall not use their positions to protect or maintain employment at the College for themselves or family members.
3. A conflict of interest may result in the Board Member removing oneself from consideration on voting on certain matters before the District Board due to the conflict.

B. Disclosure of Conflict of Interest

1. Board members shall upon appointment, and annually, complete the **Conflict of Interest Declaration Form (Attachment to Policy A0106-2)**. Each member shall also make a concerted effort to be aware of the details and scope of matters pending or brought before the District Board so as to abstain from voting where a conflict or an unresolved potential conflict of interest may exist, and shall state publicly that the vote to abstain is because of a possible conflict of interest;
2. If a conflict of interest arises subsequent or prior to completing the annual Conflict of Interest Declaration Form, then a Board Member shall timely disclose a conflict of



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interest to the Board, or for reasons of confidentiality, to the Board Chairperson. When the Board will consider a matter as to which a Board Member has an unavoidable conflict of interest, the Board member shall abstain from participating in that portion of the meeting at which the matter is considered and voted upon. The Board Member shall not participate or engage in the discussion or vote on the matter.