

100.040. Use of State Funds  
*Katherine Anne Porter School*

#### 100.40. USE OF STATE FUNDS

The governing body ("Board") of Katherine Anne Porter School adopts the following policy which shall be effective on the date that the policy is adopted by the Board.

##### SECTION 1. Use of State Funds

The Superintendent at Katherine Anne Porter School shall ensure that the school uses state funds only for lawful purposes.

##### SECTION 2. Prohibition Against Co-mingling of Charter & Non-Charter Business

The Superintendent shall ensure that the business activities of Katherine Anne Porter School that are not directly related to the management and operation of Katherine Anne Porter School shall be kept in a separate and distinct accounting, auditing, budgeting, reporting, and record keeping systems from those recording the business activities of Katherine Anne Porter School.

##### SECTION 3. Interested Transactions

SECTION 3.1. Each member of the Board shall comply with all conflict of interest laws and rules applicable to affected board members.

SECTION 3.2. The Superintendent shall ensure that the employees of Katherine Anne Porter School shall comply with all conflict of interest laws and rules applicable to affected employees.

SECTION 3.3. The Superintendent shall ensure that the following shall be recorded in the accounting, auditing, budgeting, reporting, and record keeping systems for the management and operation of the school:

- a. Financial transactions between the school and the non-charter activities of the charter holder;
- b. Financial transactions between the school and an officer or employee of the charter holder or the school;
- c. Financial transactions between the school and a member of the governing body of the charter holder or the school;
- d. Financial transactions between the school and a management company charged with managing the finances of a school; and
- e. Financial transactions between the school and any other person or entity in a position of influence over the charter holder or the school.