

EDUCATION ACHIEVEMENT AUTHORITY
ETHICS POLICY

The Interlocal Agreement Between The Board Of Regents Of Eastern Michigan University (“EMU”) And The School District For The City Of Detroit (“the School District”) Creating the Education Achievement Authority (“the Authority”) signed by Governor Snyder on July 14, 2011, requires that the Authority Board adopt ethics policies governing the conduct of the Authority Board Members, the Executive Committee, and the officers and employees of the Authority. The following policy is adopted in compliance with the fore going provision:

II. Ethical Conduct

Policy Statement

Members of the Authority Board, the Executive Committee, and the officers and employees of the Authority are committed to making decisions in the best interests of the Authority and children assigned to the Authority for educational purposes. The Authority will avoid conflicts of interest and the appearance of impropriety.

Avoid conflicts of interest and improper outside income. A conflict of interest can exist anytime the position or decisions of members of the Authority Board, the Executive Committee, and the officers and employees of the Authority provide a financial benefit or improper advantage. Members of the Authority Board, the Executive Committee, and the officers and employees of the Authority are permitted to receive outside income as long as it does not create a conflict with Authority work. Members of the Authority Board, the Executive Committee, and the officers and employees of the Authority are committed to declining outside income that might be perceived as inconsistent, incompatible or in conflict with Authority official duties. Members of the Authority Board, the Executive Committee, and the officers and employees of the Authority will not make decisions or use Authority positions for personal benefit or to gain an improper advantage.

Decline gifts. A gift is a benefit received for which no compensation is paid. Gifts can include merchandise, food, tickets, use of facilities, investments, rebates or discounts not offered to the public, or forgiveness of debt from vendors, lobbyists, or others. Members of the Authority Board, the Executive Committee, and the officers and employees of the Authority will not accept gifts or gratuities in excess of \$100 from a single source in a single year (aggregate retail value) or that give the appearance that the gift improperly influenced decisions regardless of the amount. Members of the Authority Board, the Executive Committee, and the officers and employees of the Authority

will not solicit vendors, lobbyists, or others for anything that provides a personal benefit different from the public.

Improper influence of family members and associates. Members of the Authority Board, the Executive Committee, and the officers and employees of the Authority are committed to abstaining from decisions that could result in a direct benefit to a close relative or co-habitant including, but not limited to, hiring, promotion, discipline, evaluation or direct supervision.

Maintain appropriate relationships with students. Members of the Authority Board, the Executive Committee, and the officers and employees of the Authority are committed to ensuring that employee-student relationships are positive, professional and non-exploitative. The Authority will not tolerate improper employee-student relationships.

Keep procurement information confidential. To reinforce public trust and confidence in our procurement processes, The Authority is committed to ensuring that procurement information is kept confidential, used only in the performance of Authority duties, and not released early to potential contractors.

Keep the contracting process objective. The Authority is committed to making contract award recommendations in the best interest of the Authority. From the time an RFP, specification or other contract document is issued until the staff recommendation is made public, members of the Authority Board, the Executive Committee, and the officers of the Authority will not have contact concerning the contract with contractors participating in the process or their representatives.

Future employment. Members of the Authority Board, the Executive Committee, and the officers and employees of the Authority are not permitted to discuss the possibility of future employment with a person or organization that might benefit from their official decisions. Contractors are required by the Authority to disclose all personnel, consultants and sub-contractors who were employees of the Authority in the previous three years. The Authority will not contract with a contractor who compensates a former Authority employee to influence an action on a matter pending with the Authority if that employee, within the last twelve (12) months held an Authority position in which the employee personally and substantially participated in that matter. The Authority will not contract with a contractor that employs a former Authority employee who, while serving in an Authority position within the last two years, substantially participated in the development of the contract's RFP, requirements, specifications or in any other part of the contracting process. No former Authority official is permitted to lobby the State of Michigan for one year after leaving the Authority. The Authority is committed to avoiding discussions about future employment with people or organizations that can benefit from our decisions, and will not take or influence official actions that might benefit that person or organization.

Uphold Authority interests in hiring and promotion. The Authority is committed to hiring and promoting Authority personnel based on their qualifications and the job-criteria of the position, and will not tolerate improper practices.

III. Responsibility of Authority

Policy Statement

The Authority Board, the Executive Committee, and the officers and employees of the Authority are committed to holding each other responsible for performance as an Authority and as individuals. Members of the Authority Board, the Executive Committee, and the officers and employees of the Authority will exercise their authority in a proper and ethical manner.

Proper use of public position. The Authority is committed to ensuring that official power and authority are used in an appropriate, positive manner that enhances the public interest and trust. Members of the Authority Board, the Executive Committee, and the officers and employees of the Authority will not use their authority to improperly influence people or obtain preferential treatment.

Proper use of public resources. Except for occasional and limited personal use that does not interfere with performance of duties or create an appearance of impropriety, the Authority is committed to ensuring that Authority facilities, equipment, supplies, mailing lists or other Authority resources are used for Authority purposes only. Except for occasional and limited personal use, members of the Authority Board, the Executive Committee, and the officers and employees of the Authority will not tolerate improper use of public resources, and will report and reimburse the Authority for significant costs of any limited personal use.

Leadership of Authority personnel and use of Authority time. The Authority is committed to ensuring that Authority personnel are tasked to perform only Authority work on Authority working-time. The Authority will not direct or permit Authority personnel to perform personal services on Authority working time and will report such incidents to the Authority Board or Executive Committee.

Uphold confidentiality. To achieve excellence, our Authority employees, parents and students must be able to discuss issues frankly, and when appropriate, in confidence. The Authority is committed to abiding by all laws and Authority policies concerning confidential information, including student records, personnel files, agreements, and Authority records and policies. Except as required by law, the Authority will not reveal confidential information, including meeting content and the sources of comments, from staff, faculty, parent and closed Authority Board meetings.

Adopted

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