

### CONFLICT OF INTEREST POLICY

Every director or officer of Texas Center for Arts + Academics (TCAA) shall avoid any conflict between his/her personal, professional, or business interests and the interests of TCAA in all actions taken by or on behalf of TCAA.

At the beginning of each fiscal year, every director or officer of TCAA shall sign a conflict of interest statement that will be kept on file with TCAA records.

No director or officer shall use his or her position, or the knowledge gained therefrom, in such a manner that a conflict between the interest of TCAA and his or her personal or business interests arises and each such person has a duty to place the interest of TCAA foremost in any dealings with TCAA.

If any director or officer of TCAA has any direct or indirect interest in, or relationship to, any individual or organization that proposes to enter into a transaction with TCAA, such person shall:

- Provide prompt written notice of such interest or relationship to the Board of Directors of TCAA;
- Refrain from participating in any discussion or voting on that particular transaction; and
- Not attempt to exert any influence on TCAA to affect the outcome of the decision making process.

A director or officer shall not use any information received while serving TCAA in such a manner that the use of such information would be detrimental in any way to TCAA. Any actions that might impair the reputation of TCAA must also be avoided.

Clint Riley

\_\_\_\_\_  
*Name of CEO/Superintendent*

2/2/2018

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature of CEO/Superintendent*

**DISCLOSURE STATEMENT**

I have read and understand the Texas Center for Arts + Academics (TCAA) policy regarding conflict of interest.

To the best of my knowledge and belief, except as disclosed herewith, neither I nor any person with whom I have a personal, family, or business relationship has a direct or indirect interest in, or relationship to, any individual or organization which proposes to enter into a transaction with TCAA.

If I find that I or any person with whom I have a personal, family, or business relationship has a direct or indirect interest in any individual or organization which proposes to enter into a transaction with TCAA I will:

- Make full disclosure to the Board of Directors of TCAA of such interest before any discussion or negotiation of any such transaction; and
- Not be present for any discussion, vote, or exert any personal influence or take any other action in connection with the matter.

**Please check one:**

Without exception

Except as described in the attached statement

Name (please print): LINDA METCALF

Signature: 

Date: 11-23-2017

Name (please print): Linda METCALF

**ATTACHMENT TO DISCLOSURE STATEMENT**

I, AM AN OFFICER OF PLAINS  
CAPITAL BANK - WEALTH  
MANAGEMENT. THE BANK  
PROVIDES TAAC WITH INVESTMENT  
MANAGEMENT SERVICES.