

**NOTICE OF INTENTION TO AMEND
A CONFLICT OF INTEREST CODE
FOR VISTA CHARTER PUBLIC SCHOOLS**

NOTICE IS HEREBY GIVEN that Vista Charter Public Schools, a California nonprofit public benefit corporation (“VCPS”), tentatively approved an amended Conflict of Interest Code (“Code”) pursuant to Government Code section 87300, and intends to finally adopt the Code. Pursuant to Government Code Sections 87200 and 87302, the Code will designate public officials, employees, and consultants of VCPS who make governmental decisions and who, therefore, must disclose certain investments, interests in real property, sources of income, and business positions, and may disqualify themselves from making or participating in the making of governmental decisions affecting those interests.

A public comment period has been established commencing on August 17, 2026, and terminating on October 1, 2026 (a 45-day period). Any interested person may present written comments concerning the proposed Code no later than October 1, 2026, to VCPS’ representative at the address listed below. No public hearing on this matter will be held unless any interested person or his or her representative requests a public hearing no later than 15 days prior to the close of the written comment period.

Copies of the proposed Code are available for inspection and copying by interested persons by contacting VCPS’ representative at the address listed below. Any general inquiries concerning the proposed Code should be directed to VCPS’ representative listed below.

Dr. Collin Felch, Superintendent
Vista Charter Public Schools

Address: 601 N. Fairview St.
Santa Ana, CA 92703
Phone: (714) 881-7407
Email: cfelch@vistacharterps.org

VISTA CHARTER PUBLIC SCHOOLS CONFLICT OF INTEREST CODE

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations § 18730) that contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the conflict of interest code for the **Vista Charter Public Schools ("Vista")**.

Individuals holding designated positions shall file statements of economic interests with **Vista**, which will make the statements available for public inspection and reproduction (Government Code § 81008). All statements will be retained by **Vista**.

APPENDIX A
DESIGNATED POSITIONS

Designated Positions	Disclosure Category
Members of the Governing Board 1, 2	1, 2
Board President	1, 2
Board Treasurer	1, 2
Superintendent	1, 2
Assistant Superintendent	2
Legal Counsel	1, 2
Director of Instruction	3
Director of Special Education & Pupil Services	3
Director of Counseling, College & Careers	3
Director of Community Schools & Growth	3
Business & HR Manager	3
Home Office Manager	3
Office Managers	3
Principals	3
Consultants/New Positions	*

Note: The position of Legal Counsel is filled by outside consultants, but acts in staff capacity.

*Consultants/New Positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation:

The Superintendent or designee may determine in writing that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent’s or designee’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code (Government Code 81008).

APPENDIX B
DISCLOSURE CATEGORIES

Category 1

Designated positions assigned to this category must report:

- a. Interests in real property within the boundaries of Vista that are used by Vista or are of the type that could be acquired by Vista as well as real property within two miles of the property used or the potential site.
- b. Investments and business positions in business entities, and sources of income (including gifts, loans, and travel payments) of the type that engage in the purchase or sale of real property or are engaged in building construction or design.

Category 2

Designated positions assigned to this category must report:

- a. Investments and business positions in business entities and sources of income (including receipt of gifts, loans, and travel payments) that are contractors engaged in the performance of work or services, or sources that manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type to be utilized by Vista.

Category 3

Designated positions assigned to this category must report:

- a. Investments and business positions in business entities and sources of income (including receipt of gifts, loans, and travel payments) that are contractors engaged in the performance of work or services, or sources that manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type to be utilized by the designated position's department. For purposes of this category, a principal's department is his or her entire school.

APPENDIX C
Description of All Positions Newly Designated

Board President

Provides leadership to the board, facilitates meetings, guides strategic direction, and ensures the organization's mission and governance responsibilities are upheld.

Board Treasurer

Oversees the organization's financial activities, monitors budgets and financial reports, and helps ensure responsible financial management and compliance.

Assistant Superintendent

Supports the Superintendent in overseeing district operations, implementing educational goals, managing programs and staff, and promoting student achievement.

Director of Instruction

Leads curriculum development and instructional programs, supports teachers, and ensures effective teaching practices that improve student learning and achievement.

Director of Special Education & Pupil Services

Oversees special education and student support programs, ensures compliance with regulations, and promotes services that meet the diverse needs of students.

Director of Counseling, College & Careers

Leads counseling and college/career programs, supports student academic and career planning, and helps prepare students for postsecondary success.

Director of Community Schools & Growth

Leads community partnerships and school development initiatives, expands programs and resources, and strengthens connections between schools, families, and the community.

Business & HR Manager

Oversees daily business operations and human resources, including staffing, employee relations, policies, and organizational support.

Home Office Manager

Oversees daily office operations, manages administrative tasks and resources, and ensures an efficient, organized, and supportive work environment.

Office Managers

Oversees daily office operations, coordinates administrative tasks, manages supplies and schedules, and supports staff to ensure an efficient workplace.