

Policy Type: Governance Process

Board Member Code of Conduct

The Board commits itself and its members to ethical, businesslike and lawful conduct, including proper use of authority and appropriate decorum when acting as Board members. The Board acting in its legislative capacity shall have the authority and responsibility to interpret and apply these standards of conduct.

Accordingly:

1. Board members will represent the interests of the citizens of the entire school district. This accountability to the whole district supersedes any conflicting loyalty to other advocacy or interest groups, or citizens of a director district and membership on other boards or staffs. It also supersedes the personal interest of any Board member who is also a parent of a student in the district or who is an employee or the relative of an employee of the district.
2. Board members will not attempt to exercise individual authority over the organization except as explicitly set forth in Board policies.
 - a. Members' interaction with the Superintendent or with staff must recognize the lack of authority vested in individuals except when explicitly authorized by the Board.
 - b. Members' interaction with the public, press or other entities must recognize the same limitation and the inability of any Board member to speak for the Board except to repeat explicitly stated Board decisions.
 - c. Members will not publicly make or express individual negative judgments about Superintendent or staff performance. Any such judgments of Superintendent performance will be made only by the Board, meeting in executive session as appropriate.
3. **Board members shall maintain the confidentiality of issues discussed in executive session** and of other issues of a confidential or sensitive nature.
4. In times of disagreement regarding personal style or behavior not involving district business, first attempt resolution one-on-one, then involve a third party facilitator.

Adopted: August 8, 2001

Revised: ~~May 25, 2011, February 22, 2012~~, April 25, 2012

Monitoring Method: *Board self-assessment*

Monitoring Frequency: *October*

GP-9 Board Member Code of Conduct Guideline

Handling Staff and Community Concerns

In Person:

1. Listen to the individual's concern.
2. Explain that the Board and administration have a process for handling concerns.
3. Encourage the individual to follow the established process.
 - They must first contact the staff member directly involved.
 - Contact the building principal.
 - If they are still not satisfied with the outcome, contact the Superintendent and the Admin Building.
 - It can be taken to the Board of Education if appropriate for Board action.
4. Express appreciation to the individual for voicing the concern.
5. Affirm the desire to reach a satisfactory solution.
6. Assure the individual that the Superintendent will be informed.

Email Responses:

1. All communication is acknowledged by the recipient with a thank you and note that the comment/concern has been forwarded to the Superintendent.
2. Forward the email to the Superintendent for a response as to how the concern will be handled.

***Under all circumstances the Board will follow statutory requirements regarding email correspondence.*

Adopted: June 11, 2014