



## Provo City School District Series 1000: Board of Education

Policy No. 1600

### Board Member Code of Ethics

**Purpose:** To ensure that school board members adhere to the highest standards of ethical conduct and transparency in fulfilling their responsibilities to the community, state, and nation.

#### Obligations

Each individual board member will commit and agree to:

- Fulfill personal and legal responsibilities to the community, state and fellow board members;
- Strive for public schools which can meet the individual needs of all children;
- Seek the true facts in each situation and to cast votes based on honest conviction in every case, free from personal or partisan bias;
- Abide by the final decision of the board;
- Recognize that individual board members have no legal authority outside the authorized legal meetings of the board, and to conduct any/all personal relationships with the school staff, community, and news media on the basis of this fact;
- Avoid any conflict of interest or use of board membership for personal gain or publicity, as outlined in Policy 1630: **Board Members: Conflicts of Interest**; and,
- Strive to be an effective, informed school board member dedicated to public education.

#### Competency

Personal Improvement:

- School board members shall continually seek to improve their mental skills, including study, preparation and planning to enable themselves to better serve their communities.

Involvement:

- The Board and all its members shall be involved and knowledgeable about not only local community education concerns, but also state and national concerns and shall know and be aware that involvement beyond the local community is essential to a strong and productive public educational commitment.

#### Basic Principles and Procedures

Policies

- Shall be in written form and reviewed regularly by the Board.

Administrative functions:

- Shall be delegated by the Board to the Superintendent or other appropriate administrative staff.

Goals:

- Shall be adopted, evaluated and reviewed on a regular basis by the Board with advice of the Superintendent.

Evaluation of staff:

- A procedure should be established for the evaluation of performance of all staff; the Board's primary concern should involve the Superintendent and Business Administrator; and the Superintendent's and Business Administrator's primary concern should be his or her subordinates.

Communications:

- Shall be encouraged with all parts of the community.

Complaints:

- Shall be acknowledged and received by the Board with procedures devised to resolve them.

Professional growth:

- Shall be encouraged by the Board for all staff; including in-service training.

Fiscal responsibility:

- Shall be adhered to and any budget to be adopted shall not result in a deficit, unless permitted by the law.

Civil rights

- Shall be upheld

Student rights

- Shall be recognized without discrimination and in accordance with due process of law.

Board Approved: August 27, 2024