

Board Member Code of Ethics

-0140 Board Member Ethics

A Board member shall honor the high responsibility which his/her membership demands by:

- A. thinking always in terms "of children first";
- B. Understanding that the basic functions of the Board member is "policy-making" and not "administrative", and by accepting the responsibility of learning to discriminate intelligently between these two (2) functions;
- C. Accepting the responsibility along with his/her fellow Board members of seeing that the maximum of facilities and resources is provided for the proper functioning of schools;
- A. Refusing to "play politics" in either the traditional partisan, or in any petty sense;
- E. Representing at all times the entire school community;
- F. Accepting the responsibility of becoming well-informed concerning the duties of Board members, and the proper functions of public schools;
- G. Recognizing responsibility as a State official to see the improvement of education throughout the State.

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A Board member should respect his/her relationships with other members of the Board by:

- A. Recognizing that authority rests only with the Board in the official meetings, and that the individual member has no legal status to bind the Board outside of such meetings;

- A. refusing to make statements or promises as to how he/she will vote on any matter which should properly come before the Board as a whole;
- C. making decisions only after all facts bearing on a question have been presented and discussed;
- D. respecting the opinion of others and by graciously conforming to the principles of "majority rule";
- A. refusing to participate in irregular meetings such as "secret" meetings, which are not official and which all members do not have the opportunity to attend.

A Board member shall maintain desirable relations with the President and his/her staff by:

- A. Striving to procure, when a vacancy exists, the best professional leader available for the head administrative post;
- B. Giving the President full administrative authority for properly discharging his/her professional duties, and also by holding him/her responsible for acceptable results;
- B. Acting only upon the recommendation of the President in matters of employment or dismissal of school personnel;
- C. Having the President present at all meetings of the Board except when his/her contract and salary are under discussion;

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- D. Referring all complaints to the proper administrative office and by discussing them only at a regular meeting after failure of administrative solution;
- E. Striving to provide adequate safeguards around the President and other staff members to the end

that they can live happily and comfortably in the community and discharge their educational functions on a thoroughly professional basis;

- F. Presenting personal criticisms of any employee directly to the President.

A Board member should meet his/her responsibilities to his/her community by:

- A. Attempting to appraise fairly both the present and future educational needs of the community;
- B. Regarding it as a major responsibility of the Board to interpret the goals and the methods of the Options Charter School;
- C. Vigorously seeking adequate financial support for the school;
- D. Insisting that all school business transactions be on an open, ethical, and above-board basis;
- E. Refusing to use his/her position on the Board in any way whatsoever for personal gain or personal prestige;
- F. Refusing to discuss personnel matters or any other confidential business of the Board in his/her home, on the street, or in his/her office;
- G. Winning the community's confidence that all is being done to the best interests of school children.

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-0144.3 Conflict of Interest

Acceptable gifts, favors, services, entertainment, food, drink, and honoraria of:

- A. No Board member or spouse or un-emancipated child of a Board member may solicit, accept, or receive, directly or indirectly, any gift, favor,

service, entertainment, food, or drink under circumstances in which it can reasonably be inferred that a gift would influence the Board member to give special consideration to an action by such Board member in his/her official capacity.

- B. This policy shall not prohibit political contributions which are reported in accordance with applicable law. In addition, this policy shall not prohibit donations which are accepted by the Options Charter Schools or the Options in Education Foundation, Inc.

- C. Gifts, favors, services, entertainment, food, or drink that exceed an aggregate value in excess of \$100 received by a Board member in a calendar year from a person desiring to do business or with who is doing business with the Options Charter Schools in which the Board member holds an office or position shall be disclosed.

- D. No Board member shall accept gifts, favors, services, entertainment, food, or drink that exceed an aggregate value of \$250 in any calendar year from a person desiring to do business or who is doing business with The Options Charter Schools. This limit can be waived for a legitimate public purpose. The following shall not be considered a gift, favor, service, entertainment, food, or drink:

- 1. Food or drink consumed by a Board member and family during the conduct of official public
- 2. business or while attending public ceremonies.

- 3. Momentos or souvenirs of nominal value received at public ceremonies or commemorating official business.

4. Invitations or tickets to political fund-raising events or public charitable benefits when used by the Board member or a member of his/her immediate family.
 5. Food or drink consumed by a Board member in connection with his/her official duties if consumed at a reception or gathering for public or school officials.
 6. Food or drink consumed by a Board member or other reasonable courtesies extended to an employee during negotiations or other activities related to an economic development plan.
- D. If an honorarium is offered to an employee as payment for a speech or article whose content is derived from the employee's job, the honorarium is considered as a payment for the performance of duties and is not to be accepted. If an honorarium is offered to the employee as payment for a speech or articles whose content is based solely upon the employee's personal knowledge or expertise, the employee may accept.