

## Trustee Code of Ethics

The Board of Education and trustees will operate in an ethical and businesslike manner. This commitment includes proper use of authority and appropriate decorum when acting on behalf of the Mission Board of Education.

Trustees will:

- Devote time, thought and study to the duties and responsibilities so that they may render effective and credible service.
- Recognize that the expenditure of school funds is a public trust, and endeavor to see that all such funds shall be expended efficiently, economically and for the best interest of the students.
- Endeavor to work with fellow trustees in a spirit of harmony and cooperation in spite of differences of opinion that may arise during debate. Observe proper decorum and behavior; encourage full and open discussions in all matters with fellow trustees; treat them with respect and consideration; and not withhold or conceal from them any information or matter with which they should be concerned.
- Base personal decision upon all available facts in each situation; vote with honest conviction in every case, unswayed by partisan bias of any kind; and thereafter, abide by and uphold the final majority decision of the board.
- Not use the schools or any part of the school program for personal advantage or for the advantage of friends; do everything possible to maintain the integrity, confidence and dignity of the office of school trustee; and resist every temptation and outside pressure to use the position as a trustee to benefit either themselves or any other individual or agency.
- Remember at all times that as an individual, trustees have no legal authority outside the meetings of the board, unless the board has so delegated. Trustee relationships with the school staff, the local citizenry and the media will be conducted on the basis of this fact.
- Not discuss the confidential business of the board outside of a school board meeting or a committee meeting thereof.
- Always bear in mind that the primary function of the board is to establish the policies by which the schools are to be administered, and that the daily administration of the educational program and conduct of school business shall be the responsibility of the superintendent of schools and his/her staff.
- Attempt to understand the needs and aspirations of the entire school system and to support effective educational programs for the students.

Upon being elected to a term as trustee for the Mission School District, and as part of the Inaugural Meetings, trustees will be asked to commit to these statements by formally signing a Code of Ethics.

*Cross Reference:* Trustee Election Protocol Administrative Procedure #409

Trustee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Trustee name (please print): \_\_\_\_\_