BP 2715 – Code of Ethics/Standards of Practice

Reference: *Accreditation Standard IV.B.1.a, e, & h*
Board Policies 2745

The Board maintains high standards of ethical conduct for its members. Members of the Board are responsible for:

- Acting only in the best interests of the entire community.
- Ensuring public input into board deliberations; adhering to the law and spirit of the open meeting laws and regulations.
- Preventing conflicts of interest and the perception of conflicts of interest.
- Exercising authority only as a board.
    1. Not interpreting Board member authority to imply administrative authority.
    2. Not interpreting Board member authority in a manner that diminishes administrative responsibility of any District employee.
- Being bound by adopted District policies.
- Using appropriate channels of communication.
    1. Working and communicating through appropriate channels of authority and responsibility.
    2. Complying with the Brown Act prohibitions concerning communication among themselves regarding items that are within the subject matter jurisdiction of the Board and/or district.
- Notifying the President of the Board or Secretary to the Board of an expected absence from a Board meeting.
- Respecting others, acting with civility, and maintaining orderly conduct at Board meetings.
- Being informed about the district, educational issues, student progress, and responsibilities of trusteeship.

- Devoting adequate time to board work.

- Maintaining confidentiality of closed sessions consistent with requirements of the Brown Act.

- Approaching no other employee but the Superintendent/President on a personal or sensitive matter with the request that such a matter be held in confidence.

Trustee Censure Policy

1. Statement of Purpose. Censure is an official expression of disapproval passed by the Governing Board. A Board Member may be subject to a resolution of censure by the Governing Board should it be determined that trustee misconduct has occurred.

   All Board Members are expected to maintain the highest standards of conduct and ethical behavior. To give guidance to individual members in conforming their conduct to minimum standards, the Board has adopted a Trustee Code of Ethics. In order to maintain public standards, the Board has adopted a Trustee Code of Ethics. In order to maintain public confidence in the Board, and in governance, the Board will be prepared to investigate the factual basis behind any charge or complaint of trustee misconduct.

2. Censure Procedure. A Board member's alleged violation of the Code of Ethics or the Board's policy on Conflict of Interest (BP 2710) shall be addressed according to the severity of the charge by the District as follows:

   a. For an apparently minor violation that does not constitute a violation of any applicable law, the Board President may discuss the violation with the Board Member and offer mentoring or coaching assistance to prevent future violations.

   b. For more serious or repetitive violations that do not constitute a violation of any applicable law, the complaint may be referred by the Board President for investigation and review to an ad hoc committee composed of two trustees not subject to the complaint. In a manner deemed appropriate by the committee, a thorough fact-finding process shall be initiated and completed within a reasonable period of time to determine the validity of the complaint. The committee shall be guided in its inquiry by the standards set forth in BP 2715.

   The trustee subject to the charge of misconduct shall not be precluded from presenting information to the committee.

   The committee shall, within a reasonable period of time, make a report of its findings to the Board for action. If the Board proceeds with a censure resolution, it must be approved by a majority of the Board to be enacted.

a. For significant violations that do constitute the possible violation of any applicable law (including violations of the Brown Act), the Board President and the Superintendent/President are authorized to seek legal counsel for advice and direction on how to proceed to correct the matter. Acts determined to be a violation of applicable laws shall be referred to the District Attorney or State's Attorney General as provided by law.