

SALEM MIDDLE SCHOOL PTA BOARD OF DIRECTORS CODE OF ETHICS AND CONDUCT

A code of ethics is a set of guiding principles that act as a benchmark for professional behavior. It is a promise to adhere to the values we all share as PTA members.

As a PTA volunteer, I am subject to a code of ethics similar to that which binds the professional workplace. The personal conduct of the members of the PTA Board of Directors directly affects the image of the PTA.

PTA board members will inspire others to recognize their own worth and potential by:

- Recognizing that the chief function of the PTA is to serve the best interests of children and youth;
- Conducting all organizational and operational duties with professional competence, fairness, impartiality, honesty, efficiency, and effectiveness while demonstrating the highest standards of personal integrity;
- Understanding and upholding the Mission, Purposes, Basic Policies of National PTA and NCPTA;
- Understanding and upholding the Bylaws and Standing Rules of this PTA;
- Recognizing that the president is the official spokesperson of the PTA;
- Acknowledging that the dignity of each individual is a right that needs to be recognized and protected by contributing to a board environment that is fair and democratic;
- Respecting all members of the board, and refraining from comments, public and private, that defame the work or character of any board member;
- Respecting the PTA refraining from making statements that will undermine the public confidence in the organization or damage its reputation;
- Empowering others to lead and lead by example;
- Fostering support for continuous learning through supportive partnerships;
- Maintaining professional relationships that are free from vindictiveness and intimidation
- Providing a culture of high expectations for all;
- Refraining from using one's position for the personal financial gain of self, family, or personal friends.

PTA board members will value all members and partners by displaying respect, fairness, honesty, integrity and support by:

- Ensuring all board members and individuals receive direction and support;
- Respecting the confidentiality of all information, both oral statements and written materials;
- Keeping confidential matters confidential. Materials and statements designed to be shared with the membership are not considered confidential.
- Exercising discretion, sensitivity and sound judgment in discussing PTA matters, protecting all privileged or confidential information;
- Respecting and supporting decisions adopted by the Board and made within the parameters of the Bylaws and *Robert's Rules of Order*. Disagreements with those decisions need to be brought before the PTA Board. Decisions deserve the respect and confidentiality of each member of the Board;
- Valuing others' contributions and avoiding preferential treatment;
- Promoting collegiality and recognizing individual achievements;
- Working cohesively to gather and balance the input of all members regarding decisions affecting PTA;
- Recognizing the diversity within the school community and value differences and similarities in people through actions and accountability. These differences and similarities include age, ethnicity, language, and culture, economic status, educational background, gender, geographic location, marital status, mental ability, national origin, organizational position and tenure, parental status, physical ability, political philosophy, race, religion, sexual orientation and work experience (*From National PTA Diversity and Inclusion Policy*);
- Being knowledgeable about the diverse populations within the school system;
- Respecting, valuing and embracing the culture of the diverse school communities;
- Nurturing an atmosphere of trust and openness;
- Recognizing and valuing the strengths and abilities of all board members and encouraging and supporting their growth and leadership;
- Supporting and serving on committees to achieve the PTA mission.

PTA will respond in a timely manner to the needs of board members, individual members and school administration.

- Respond to phone/email messages promptly;
- Notify board members, members and school administration of upcoming events in a timely manner;
- Meet deadlines for information.

PTA will make meaningful changes to improve services and create new value for stakeholders.

- Inspire a shared vision;
- Encourage and facilitate teamwork and collaboration;
- Nurture, protect, and model effective practices;
- Initiate change when areas for improvement are identified by the board;
- Evaluate the impact of change

PTA will recognize their responsibility to the individual members, board members, school administration and students.

- Apply and enforce all rules and regulations impartially and consistently;
- Serve as positive role models;
- Demonstrate high standards of personal character;
- Find opportunities for personal service and encourage others to serve the community through volunteerism and financial support of projects;
- Make decisions that are not influenced by race, gender or appearance;
- Make decisions that are not based on personal gain.

PTA will understand how it contributes to the success of units and WCPSS and will work to align its strategies to support and enhance the work of all.

- Support the PTA mission in both words and actions;
- Work in cooperation with other board members to achieve goals;
- Share best practices with others;
- Refrain from language that does not support PTA;
- Work to solve problems without assigning blame to others.

By signing this form, the PTA Board of Director member accepts these guidelines and agrees to abide by the Code of Ethics, and all other standing rules and contents of this document.