

POLICY TITLE: <b>Statement of Ethics</b>		
ADOPTION/EFFECTIVE DATE: <b>5/18/1994</b>	MOST RECENTLY AMENDED: <b>11/12/2001</b>	MOST RECENTLY REAFFIRMED: <b>5/20/2002</b>
POLICY/PROCEDURE MANUAL SUMMARY CATEGORY: <b>Ethics</b>		

The Harford County Public Schools (HCPS), in recognition of the importance of the maintenance of the highest standards of conduct, implements the following Code of Ethics. Each person involved in the educational process accepts responsibility for maintaining exemplary standards of professional conduct. HCPS recognizes that the conduct of its employees is viewed and appraised by colleagues, students and the community. The following Code of Ethics reflects Harford County Public Schools' expectations and requirements regarding employees and provides standards by which to judge employee conduct. If a violation occurs or is reported, complaint procedures are listed in the Harford County Public Schools Administrative Handbook, and are available at all work sites. To these ends, the Board hereby subscribes to and adopts the following principles.

The educational employee shall:

- Respect all persons regardless of race, color, gender, age, national origin, religion or disabling condition.
- Value and consider the welfare of the students in all decision making and actions.
- Maintain just, courteous, and appropriate relationships with students, parents, staff members, and others.
- Perform their job with honesty and integrity.
- Never utilize his or her position for personal gain or benefit for themselves or others (other than the prescribed compensation due him/her).
- Honor all contracts as provided by law.
- Maintain the confidentiality of all privileged information as required by law.
- Pursue appropriate measures to rectify practices inconsistent with sound educational goals.
- Never utilize the position in furtherance of a sexual or other improper relationship with a student.

- Comply with all Board policies and procedures applicable to the employee.

### Disciplinary Action

Any employee who is found to have violated the Code of Ethics will be subject to appropriate disciplinary measures.

### Employee Review

The Board of Education directs the Superintendent to establish procedures for an annual review of the Statement of Ethics for all employees.

### **Board Approval Acknowledged By:**

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Patricia L. Skebeck, Secretary and Treasurer  
Board of Education of Harford County

Policy Action Dates					
ACTION	DATE	ACTION	DATE	ACTION	DATE
Adopted	4/18/1994				
Amended	8/23/1999				
Amended	11/12/2001				
Reaffirmed	5/20/2002				

Responsibility for Policy Maintenance & References					
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PERSON RESPONSIBLE:		JOB POSITION OF PERSON RESPONSIBLE:			
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REFERENCE 2 TYPE: Legal	REFERENCE 2 NO. Section 6-201 Section 6-202	REFERENCE 2 DESCRIPTION: Education Article			
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