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| POLICY TITLE: Board Code of Conduct | | |
| ADOPTION/EFFECTIVE DATE: 01/23/2006 | MOST RECENTLY AMENDED: | MOST RECENTLY REAFFIRMED: |
| POLICY/PROCEDURE MANUAL SUMMARY CATEGORY: School System Governance | | |

The Harford County Board of Education, desiring to operate in the most proper, effective and conscientious manner possible, adopts the following code of conduct which is required to be adhered to by each board member.

The Code of Conduct is as follows:

1. Every board member shall exercise ordinary and reasonable care in the performance of his or her duties, exhibiting honesty and good faith, and using the care, skill, common sense and informed judgment that a reasonably prudent person would use in a similar situation.
2. Every board member is appointed to a position of public trust with respect to the school district. Thus, when conducting the business of the school district, every board member must avoid and disclose all conflicts of interest and potential conflicts of interest, in accordance with the board ethics policy. Every board member shall maintain the confidentiality of all matters pertaining to the schools subject to and in accordance with open meetings law(s) and other related law.
3. Recognizing that honest differences of opinion are natural and often productive, every board member shall work with other board members in a spirit of harmony and cooperation and in the best interest of the district, in spite of differences that may arise during the resolution of issues before the board. Every board member shall respect and abide by the decisions of the board and shall not undermine or diminish decisions reached by a majority of the board.
4. Every board member shall confine board action to policy making and evaluation and recognize that the superintendent, or the appropriate designee, is responsible for the day-to-day administration of the schools. Every board member shall recognize that it is not his/her responsibility to run the day-to-day operations of the schools, but to ensure that our schools are effectively administered by the development of appropriate policies, budgets and adherence to the mission of the board as set forth in the Education Article.
5. Every board member shall recognize and adhere to the tenet that authority rests only with the whole board assembled in a meeting, and will make no personal promise nor take any individual action which may compromise the board's authority. Each board decision shall be reached only after discussing all aspects of the issue with the other board members in a meeting in complete compliance

- with any open meetings law in effect at the time of the meeting. Individual board members outside of regularly constituted meetings of the board shall have no authority to make decisions, to commit the board to actions, or to supervise or direct school activities.
6. Every board member shall strive to create a public school system which will meet the educational needs of all students.
 7. Every board member shall uphold and enforce all federal and state laws, rules, regulations, and court orders affecting the schools, including the board's local policies.
 8. Every board member shall refer all complaints through the proper hierarchy within the system to determine if an administrative solution can be obtained. In the event an administrative solution is not obtained, then the issue, if legally permitted, may be brought before the board for resolution.
 9. Every board member shall respect and treat professionally all board employees. No individual board member shall pressure, threaten, or intimidate any administrator, teacher, other employee, or other board member to do a certain thing or act a certain way.
 10. Every board member shall comply with this code of conduct.

Board Approval Acknowledged By:

Patricia L. Skebeck

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

| Policy Action Dates | | | | | |
|---------------------|------------|--------|------|--------|------|
| ACTION | DATE | ACTION | DATE | ACTION | DATE |
| Adopted | 01/23/2006 | | | | |
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| Responsibility for Policy Maintenance & References | | |
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| LAST EDITOR/DRAFTER NAME: Patrick Spicer | | JOB POSITION OF LAST EDITOR/DRAFTER: General Counsel |
| PERSON RESPONSIBLE: | | JOB POSITION OF PERSON RESPONSIBLE: |
| DESIGNEE NAME: N/A | | JOB POSITION OF DESIGNEE: N/A |
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| REFERENCE 2 TYPE: | REFERENCE 2 NO. | REFERENCE 2 DESCRIPTION: |
| REFERENCE 3 TYPE: | REFERENCE 3 NO. | REFERENCE 3 DESCRIPTION: |
| REFERENCE 4 TYPE: | REFERENCE 4 NO. | REFERENCE 4 DESCRIPTION: |
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