

<b>BOARD POLICY</b>	<b>CODE OF ETHICS (BP-2030)</b> METRO TECHNOLOGY CENTERS	<b>The on-line version of the policy is official. Therefore, all printed versions are unofficial copies.</b>
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## 1.0 BOARD POLICY:

Board members understand that the role of the board of education is to set the policy and direction for Metro Technology Centers, and the role of the administration and staff is to implement the policies of the board in a fair and consistent manner. To this end, the board subscribes to the following statements as core components of the ethical foundation for Metro Technology Centers.

Board Members, employees, officers and volunteers of the District shall:

- A. Make the well being of students the fundamental value of all decision-making and actions.
- B. Fulfill professional responsibilities with honesty and integrity.
- C. Support the principle of due process and protect the civil and human rights of all individuals.
- D. Obey local, state, and national laws and will not knowingly join or support any organization that advocates, directly or indirectly, the overthrow of the government.
- E. Implement the board of education's policies and administrative processes and procedures.
- F. Pursue appropriate measures to correct those laws, policies, and regulations that are not consistent with sound educational goals.
- G. Avoid conflict of interest and will not use their position for personal or financial gain through political, social, religious, economic, or other influence.
- H. Accept academic degrees or professional certification only from duly accredited institutions.
- I. Maintain the standards and seek to improve the effectiveness of the profession through research and continuing professional development.
- J. Honor all contracts until fulfillment or legal release.
- K. Acknowledge that the System is accountable to the taxpayers and patrons of the local district and the state of Oklahoma.
- L. Encourage effective communication between the Board, the students, the staff, and all elements of the community.

Employee Agreement: Employees shall be required to sign a Code of Ethics form as an indication that they understand and will abide by these standards. An employee who refuses to sign the form may be subject to disciplinary action, up to and including termination from employment. The superintendent is responsible for developing the form; provided, the form shall encompass the elements of this policy.

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Code of Ethics Violations: Questions or concerns about possible violations of the Code of Ethics should be reported through the normal complaint procedure as outlined in BP-2028 – Board Hearings (Staff Complaints) except that the complaint will begin at Level II, with the Superintendent as the initial contact for alleged violations by staff or a Board of Education member.

All individuals are encouraged to report suspected violations of the code of ethics. District employees who do not abide by the Metro Technology Centers Code of Ethics may be subject to disciplinary action up to and including termination. Board members who do not abide by the Technology Center Code of Ethics may be reported to the State Board of Career and Technology Education or other appropriate authorities.

Board members and employees should report any concerns about Metro Technology Centers business practices that appear to be unethical, or which may violate board policies or administrative procedures or processes, or any applicable laws. Employees should report ethical concerns or violations to their supervisor or to the superintendent. Concerns involving the superintendent should be reported to the president of the board of education or, if the individual making the report believes that the complaint may involve the president of the board, the individual may report to any other member of the board of education. The nature of the complaint shall determine the manner in which the complaint shall be investigated and resolved. However, generally the district shall use the procedures included in district approved complaint procedures, with adaptations in the procedures appropriate to the nature and severity of the ethical complaint.

No adverse action shall be taken or threatened against any employee as a reprisal for making a complaint or disclosing information, unless the complaint was made or the information was disclosed with the knowledge that it was false or with willful disregard or deliberate indifference for its truth or falsity.

**2.0 CROSS REFERENCE:** BP-2001, BP-2028, BP-7004, BP-7005

**3.0 REVISION HISTORY:**

<u>Date:</u>	<u>Revision</u>	<u>Description of Revision:</u>
27-Sep-04	A	Adopted
22-Nov-04	B	Revised
22-Sep-10	C	Revised format
07-May-13	D	Blanket approval granted by Board of Education to update all policies to approved format and to remove two sections: 2.0 Legal Reference and 5.0 PCF Framework
07-Nov-17	E	Revised to include the addition of 'financial gain' to Item G pertaining to conflict of interest.

**\*\*\* End of Policy \*\*\***