

# **School Board Member**

## **Code of Ethical Conduct**

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As a member of the local board of education, acknowledging that my actions must be centered on the educational welfare of all students, I shall adhere to the following ethical standards:

- Be fair, just and impartial in all of the decisions as a school board member;
- Come to every meeting prepared for the work to be undertaken at that session;
- Accord other members, parents and the community with respect;
- Seek involvement in my decision making by those I have been elected to represent;
- Uphold all laws, regulations and final court orders pertaining to schools and related processes;
- Be honest with my colleagues, district personnel, my constituents and other interested parties;
- Respect the professional expertise of district staff in the management of our schools;
- Ensure the prudent and accountable use of the district's resources and finances;
- Listen to other points of view with an open mind;
- Pursue opportunities to improve my knowledge of educational issues and board skills;
- Refuse to surrender my judgment to any individual or group at the expense of the district;
- Keep confidential any information that is privileged under Kentucky law or board policy;
- Recognize the scope of my role as a board member and that of the board as a whole;
- Work collaboratively with fellow board members to adopt and apply board policies;
- Refer issues requiring administrative action to the appropriate school or district authority;
- Refrain from actions which would encroach on the assigned responsibilities of school personnel;
- Avoid conflicts of interest as well as any public appearances of conflicts with my office;
- Express my personal opinion but upon final board action accept the will of the majority;
- Make no promise or take individual steps that may impede the ethical performance of my duties.



# Responsibilities of Board Members

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Local school board members are the community leaders of education. They serve an important role in ensuring students in their communities receive the education they deserve and need to compete in the world. To meet these goals, school board members must meet the following training requirements.

## **Board Training Requirements:**

School board members in Kentucky are required to earn a minimum number of training hours each year. The KSBA Annual Conference offers many clinic sessions that help board members meet that requirement.

For members seated on or after Jan. 1, 2015:

- 0-7 years | 12 hours of annual training
- 8-plus years | 8 hours of annual training

The Kentucky Board of Education also requires a set number of mandated training hours. Based on years of service, board members must meet the following annual training requirements:

- 0-3 years | 3 hours of school finance; 1 hour of ethics; 1 hour of superintendent evaluation
- 4-7 years | 2 hours of school finance; 1 hour of ethics; 1 hour of superintendent evaluation
- 8-plus years | 1 hour of school finance; 1 hour of ethics; 1 hour of superintendent evaluation every other year

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New board members also must acquire training hours from these topics

- School law
- School finance
- Community relations
- Policy development
- Personnel relations
- Instructional programs
- Superintendent/board relations
- Goal setting
- Decision making
- Employment and evaluation of superintendent
- Educational services for gifted and other special-population children

# Operating Principles

To sustain and improve our effectiveness the Newport Board of Education commits to:

- Lead through our strategic plan, policy and team relations;
  - Sustain our focus on our objective, delegating responsibility and authority for administration and implementation;
  - Continually clarify roles and responsibilities and explain those to others;
  - Actively participate in dialogue toward continual improvement of process and results;
  - Express our opinion, vote our conviction and expect others to do so;
  - Support the Board's decision;
  - Make thoughtful decisions based on facts and what's best for all our students;
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- Be prepared for and contribute to our work;
  - Seek to understand through inquiry and discussion;
  - Honor our agreed organization protocol;
  - Keep one another informed, not knowingly surprise one another and work for the common good, not taking things as "personal";
  - Recognize that diversity is strength;
  - Respect one another and others; and,
  - Respectfully remind each other of these commitments, for students' success



# Leadership Role of School Board

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Research has clearly demonstrated that public school boards can - and do - play a significant role in their district's student achievement.

## Five ways boards can improve student achievement

1. **Set clear and high expectations**
  - Truly believe more is possible for your students
  - Establish a clear focus for improvements.
2. **Create the conditions for success**
  - Demonstrate commitment to improvement through board discussion and action.
  - Align all parts of the system around the students learning needs.
3. **Hold the system accountable**
  - Determine indicators (evidence) of progress and success.
  - Routinely monitor, receive reports and ask questions.
4. **Create the public will to succeed**
  - Create awareness of the district needs.
  - Connect with the community.
5. **Learn as a board team**
  - Establish time to learn together as a board/superintendent team.
  - Talk about what is most important – engage in policy development to sustain improvements for all students.