

BOARD POLICY 2715 CODE OF ETHICS AND STANDARDS OF PRACTICE

The Board maintains high standards of ethical conduct for its members as evidenced by the adoption of this and all the other Board Policies. As the public's representatives, Trustees must practice the highest ethical standards in performing their sworn duties. The activities and deliberations of the Board will be conducted following these tenets:

- **Acting as a Whole:** Board members recognize that legal and effective functioning is by the board as a whole. District matters are not governed by individual actions of Board members. When acting as Board members, trustees speak and act on behalf of the district, not as individuals. Board members use care not to misrepresent their individual opinions or actions as those of the Board. Although trustees abide by Board direction, they retain the right to advocate changes at board meetings.
- **Managing Conflicts of Interest:** Board members avoid any conflict of interest or the appearance of impropriety that could result because of their position. They do not intentionally use their Board memberships for personal gain. They inform the entire Board or the Board president when a matter under consideration might involve or appear to involve such a conflict.
- **Handling Special Interest Groups:** Board members render all decisions regarding the issues at hand based on the available facts and their independent judgments and refuse to surrender that judgment to individuals or special interest groups. At the same time, district employees, their representatives, students and all members of the public are encouraged to express their views to Board members. Board members are aware that they are responsible to all citizens of the district. The authority delegated to trustees by the voters must be exercised with as much care and concern for the least influential as for the most influential member of the community.
- **Maintaining Appropriate Conduct at Board Meetings:** Board members contribute to Board meetings in a way that facilitates thoughtful deliberation, good decision-making and the effective use of the time available. They participate actively and constructively, stay focused on the business at hand, avoid conduct that is disruptive, and treat everyone who interacts with the Board with respect. Board members meet only in public sessions unless authorized by law to meet in closed session.
- **Maintaining Confidentiality of Closed Sessions:** Board members do not disclose or publically discuss deliberations in closed session (except as specifically authorized or required by law) and maintain the confidentiality of all legally privileged information they receive.
- **Exercising Authority as Trustees:** Board members respect their elected position as trustees and in no way misuse their authority. Board members keep informed about the district, educational issues, and responsibilities of trusteeship. They commit the time and energy necessary to discharge their duties. They strive to promote the highest quality educational opportunities to all members of the community while ensuring fiscal stability, institutional integrity and operational efficiency.
- **Handling of Administrative Matters:** Board members focus Board attention on policy determination, planning, and the maintenance of the district's fiscal stability. Board members refrain from involving themselves in matters that are delegated to the Chancellor, except as needed to fulfill their proper overall evaluation responsibilities.

Allegations of violations of this code shall be directed to the President of the Board, or the Vice-President if the President's behavior is in question. The President will first discuss the violation with the Board member to reach a resolution. If resolution is not achieved and further action is deemed necessary, the President will bring the matter to the full Board for possible sanctions and may include a recommendation for censure.

Reference:

ACCJC Accreditation Standard IV.C.11 (formerly IV.B.1.a, e, & h)

Replaces: Board Policy 1.06 Board of Trustees Code of Ethics and Behavior adopted December 9, 2008.

Approved by the Board of Trustees: October 9, 2012

Approved by the Board of Trustees: April 14, 2015