

## **Bylaws of the Board**

### **Code of Ethics**

The following statements reflect the Andover Board of Education's commitments as Board members both individually and collectively as they strive to render effective and efficient service to Andover's children, their parents, the community at large, and the Andover school staff and administration.

#### **A Board of Education member should honor the high responsibility which his/her membership demands:**

1. By thinking always in terms of "children first."
2. By understanding that the basic function of the Board members is "policymaking" and not "administrative," and by accepting the responsibility of learning to discriminate intelligently between these two functions.
3. By accepting the responsibility along with his/her fellow Board members to see, that the maximum of facilities and resources is provided for the proper functioning of the schools.
4. By refusing to "play politics" in either the traditional partisan, or in any petty sense.
5. By representing at all times the entire school community.
6. By accepting the responsibility to become well informed concerning the duties of Board members, and the proper functions of public schools.
7. By recognizing his/her responsibility as an agent of the state to seek the improvement of education throughout the state.

#### **A Board of Education member should respect his/her relationships with other members of the Board:**

1. By recognizing that authority rests only with the Board in official meetings, and that the individual member has no legal power to bind the Board outside of such meetings.
2. By recognizing the integrity of his/her predecessors and associates, and the merit of their work.
3. By refusing to make statements or promises as to how he/she will vote on any matter which should come exclusively before the Board as a whole.
4. By making decisions only after all facts bearing on a question have been presented and discussed.

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#### **A Board of Education member should respect his/her relationships with other members of the Board: (continued)**

5. By respecting the opinion of others and by graciously conforming to the principle of “majority rule.”
6. By refusing to participate in irregular meetings such as “secret” or “star chamber” meetings, which are not official and which all members do not have the opportunity to attend.

#### **A Board of Education member should seek to maintain desirable relations with the Superintendent of Schools and his/her staff:**

1. By striving to procure, when a vacancy exists in the position, the best professional leader available for the chief administrative post.
2. By giving the Superintendent full administrative authority for properly discharging his/her professional duties, and by also holding him/her responsible for acceptable results.
3. By acting only upon the recommendation of the Superintendent in matters of employment or dismissal of school personnel.
4. By having the Superintendent present at all meetings of the Board except when his/her contract or salary are under consideration.
5. By referring all complaints to the proper administrative office and by discussing them only at a regular meeting of the Board after failure of administrative solution.
6. By striving to provide adequate safeguards around the Superintendent and other staff members to the end that they can live happily and comfortably in the community and discharge their educational functions on a thoroughly professional basis.
7. By presenting personal criticisms of any employee directly to the Superintendent.

#### **A Board of Education member should meet his/her responsibilities to his/her community:**

1. By attempting to appraise fairly both the present and future educational needs of the community.
2. By regarding it as a major responsibility of the Board to interpret the aims and the methods of the schools to the community.

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**A Board of Education member should meet his/her responsibilities to his/her community:**  
(continued)

3. By insisting that all school business transactions be on an open, ethical, and above-board basis.
4. By vigorously seeking adequate financial support for the schools.
5. By refusing to use his/her position on a Board of Education in any way, whatsoever, for personal gain.
6. By refraining from discussion of confidential matters outside Board meetings.
7. By justifying the community's confidence in the intention of the Board to act in the best interests of school children.

Reference: "Connecticut Code of Ethics for Boards of Education", printed in Responsibilities of Board of Education Membership (revised June 1989)