

## CODE OF ETHICS

The acceptance of a code of ethics implies the understanding of the basic organization of school committees under the laws of the Commonwealth of Massachusetts. The oath of office of a School Committee member binds the individual member to adhere to those state laws that apply to school committees since school committees are agencies of the state.

The code of ethics delineates three areas of responsibility of School Committee members:

1. Community responsibility;
  2. Responsibility to school administration;
  3. Relationship to fellow Committee members.
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1. A School Committee member in his/her relations with the community should:
    - a. Realize that his/her primary responsibility is to the children.
    - b. Recognize that his/her basic function is policy making and not administrative.
    - c. Remember that he/she is one of a team and must abide by, and carry out, all School Committee decisions once they are made.
    - d. Be well informed concerning the duties of a School Committee member on both a local and state level.
    - e. Remember that he/she represents the entire community at all times.
    - f. To represent the School Committee and the schools to the public in a way that supports promotes interest and support of the schools.
    - g. Accept the office of School Committee member as a means of unselfish service with no intent to "play politics" in any sense of the word, or to benefit personally from School Committee activities.
  
  2. A School Committee member in his/her relations with the school administration should:
    - a. Endeavor to establish sound, clearly defined policies with which to direct and support administration.
    - b. Recognize and support the administrative chain of command and refuse to act on complaints as an individual outside the administration.
    - c. Consider the recommendations of the chief administrator in all matters of employment or dismissal of school personnel, where the School Committee has authority.

- d. Give the chief administrator full responsibility for discharging his/her professional duties.
  - e. A member of the School Committee, by virtue of his/her office, can not exercise any administrative responsibility with respect to the school or command the services of any school employee.
  - f. Refer all complaints to the administrative staff for solution and only discuss them at School Committee meetings if such solutions fail in accord with applicable laws.
3. A School Committee member in his/her relations with fellow School Committee members should:
- a. Recognize that action at official meetings is binding, and that he/she alone cannot bind the School Committee outside such meetings.
  - b. Realize that statements or promises should not be made regarding how he/she will vote on matters that will come before the School Committee.
  - c. Uphold the intent of executive sessions and respect the privileged communication that exists in executive sessions.
  - d. Not withhold pertinent information on school matters, either from members of his/her own School Committee or from members of other committees who may be seeking help and information on school problems.
  - e. Make decisions only after all facts on a question have been presented and discussed.
  - f. To accept the will of the majority vote in all cases, and to remember that s/he is one of a team and must abide by, and carry out, all School Committee decisions once they are made.
  - g. To comply with the accepted code of ethics for School Committee members contained in this policy, the MASC code of ethics for School Committee members, and the requirements of the State Ethics Law.

LEGAL REFS: M.G.L. 268 A

Adopted By The  
Hadley School Committee: March 24, 2014  
Reviewed September 29, 2017