

# BCA - SCHOOL BOARD CODE OF ETHICS

I will abide by the following code of ethics during my term as a Cape Elizabeth School Board Member:

- I. I will abide by the laws of the United States, the State of Maine, the regulations of the Department of Education, and the Cape Elizabeth Town Charter. I will view service on the School Board as an opportunity to serve my community, state, and nation because I believe public education is the best means to promote the welfare of our people and to preserve our democratic way of life.
- II. I will work to provide high quality public education for all children and students of Cape Elizabeth in accordance with the Mission and Vision Statement.
- III. I will consider the educational needs of all children in our community and students in our schools, and how they will be affected in all my deliberations and decisions.
- IV. I will treat fellow Board members, school staff, students, and citizens with respect.
- V. I recognize that the School Board's responsibility is to set educational policy and not to manage the schools day-to-day; my responsibility is not to operate the schools but to see that they are well operated. I will confine my Board action to policy making, planning, and appraisal, leaving the administration of the schools to the Superintendent.
- VI. I will remember at all times that as an individual I have no legal authority outside the meetings of the Board, and that I will conduct my relationship with the school staff and the public accordingly.
- VII. I will encourage the input of school staff, students, and citizens on educational issues and will consider such input in my deliberations.
- VIII. I will refer any citizen complaints to the proper authority within the school department.
- IX. I will endeavor to attend and be prepared for every School Board meeting. If personal circumstances prevent me from attending regularly, I will consider resigning my position.
- X. I will not make promises about how I will vote on matters before the Board, and will vote based on the available facts and my own judgment.
- XI. I understand that I have an obligation to vote on all matters before the Board unless I have a direct conflict of interest on a particular issue.
- XII. I will support all Board decisions, regardless of my vote.
- XIII. I will not discuss confidential information outside of School Board meetings.
- XIV. I will not use my School Board position for personal gain.

## ADOPTED:

- December 10, 1996

## Recoded:

- June 1998

## REVISED:

- March 8, 2005

## Reviewed:

- May 14, 2013
- May 13, 2025

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