

## STAFF ETHICS

FILE: GBEA

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### Purpose

To identify ethical principles to guide the behavior of employees

### Definitions

N/A

### Policy Statement

In recognition that the conduct of its employees is viewed and appraised by colleagues, students and the community, the Board of Education of Allegany County acknowledges the need for each person in the school system to accept responsibility for maintaining exemplary standards of professional conduct..

The Board hereby subscribes to and adopts the following principles for all public school employees. Each employee shall:

1. Treat all persons with respect, fairness, honesty, and lack of malice regardless of race, color, sex, age, national origin, religion, disability, sexual orientation, gender identity or expression, or genetic information.
2. Perform one's duties and make all decisions with the recognition that education and welfare of students are the foremost purposes of the school system.
3. Maintain courteous and appropriate relationships with students, parents, staff members, and others.
4. Perform job duties and assignments with honesty and integrity, as promptly and completely as reasonable.
5. Never use one's position for personal gain or for the inappropriate benefit of others.
6. Never use one's position for inappropriate treatment of others.
7. Honor all contracts as provided by law.
8. Maintain the confidentiality of all privileged information.
9. Pursue appropriate measures to rectify practices inconsistent with sound educational goals.
10. Never use one's position in furtherance of a sexual or other improper relationship.  
(See Policy GBEBB)
11. Comply with all Board policies and procedures.

Any employee who is found to have violated the above code of ethics may be subject to appropriate disciplinary measures.

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| <b>Legal Reference</b> | Annotated Code of Maryland | Education Article 4-101, 6-201, 6-202 |                                                                                                                                                                                                                                                                                                                 |
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| <b>Policy History</b>  | <b>Adopted</b>             | <b>Reviewed</b>                       | <b>Revised</b> Jan. 9, 2007, 1 <sup>st</sup> Reading<br>Feb. 13, 2007, 2 <sup>nd</sup> Reading<br>March 13, 2007, 2 <sup>nd</sup> Reading<br>Dec. 9, 2014, 1 <sup>st</sup> Reading<br>Jan. 13, 2015, 2 <sup>nd</sup> Reading<br>Oct. 12, 2021, 1 <sup>st</sup> Reading<br>Nov. 9, 2021, 2 <sup>nd</sup> Reading |