

# BYLAWS OF THE BOARD

BHA

## BOARD OPERATIONS CODE OF ETHICS

June 3, 2013  
(1/27/14 Revisions)

**As members of the Livonia Public Schools Board of Education, we shall promote the best interests of the school district as a whole, and will make decisions that place student learning and the success of all students first by adhering to the following educational and ethical standards: (Make this bold font)**

As a Board member,

- I will make decisions in terms of the educational welfare of children, and will seek to develop and maintain schools that meet the individual needs of all children regardless of their race, color, national origin, age, religion, sex, height, weight, marital status or handicap/disability.
- I will focus Board action on policy making, strategic planning, and designating and evaluating the superintendent.
- I will recognize that the role of the Board is to govern and oversee the management of the District. I will delegate authority to the Superintendent for the day to day operations of the District, and will not seek to participate in the day-to-day operations.
- I will review and evaluate ~~existing~~ **all** policies, **bylaws**, and procedures, **and processes** and will work to make desired changes ~~through legal and ethical policies and procedures.~~ **so they will be current, up to date, and relevant.**
- I will come to Board meetings prepared to discuss and take action on all agenda items. I will study the material in the Board packet and send requests for additional information to the Superintendent or his/her designee prior to each Board meeting.
- I will give the Superintendent or Board President notification of my concerns prior to the Board meetings, so that the concerns can be properly addressed.
- I will understand that I have not only the right, but the duty to express my views and opinions and ask questions at the Board table, and will make a good faith effort to understand the views of others.
- I will recognize that the Board must make decisions as a whole in public. I will render all decisions based on the available facts and my independent judgment, and I will refuse to surrender **my independent judgment** to individuals or special interest groups.
- I will avoid being placed in a position of conflict of interest, and, if such a conflict is unavoidable, I will disclose such interest ~~to Board members and the Superintendent~~ and abstain from voting on such matters.
- I will respect the decision and the implementation of the consensus of the Board once a decision has been made.

- I will recognize that while I am free to express my personal views, the Board President is the spokesperson for the Board and the Superintendent is the spokesperson for the District.
- I will be respectful and listen to all ideas presented to the Board, be it from parents, staff, students, community members, **other Board members** or other stakeholders. **I will listen and then refer any person to appropriate personnel ~~any employee, parent, student or other community member/stakeholder who may contact me with an issue.~~**
- I will communicate to other Board members and the Superintendent expression of public reaction to board policies and school programs.
- I will exercise caution when communicating between and among Board members via electronic communication, and will abide by the Open Meetings Act.
- I will hold confidential all matters that, if disclosed, would needlessly injure individuals, schools, or the district. I will respect the confidentiality of information that is privileged under applicable law, including closed session discussions.
- I will stay informed about current educational issues **by individual study and through participation in programs providing needed information, for example, those sponsored by my state and national school boards association.**
- I will take no private action that will compromise the Board, the Administration, or the District.
- I will refrain from using my Board position for personal or partisan gain.
- I will support the employment of those persons best qualified to serve as District staff.
- I will support and protect District personnel in the proper performance of their duties.
- I will, along with my fellow Board members, review, revise (if appropriate) and sign this Code of Ethics **annually** at the ~~January Organization Meeting.~~ **beginning of each year.**

#### **As Board President,**

- **I will insure that persons addressing the Board follow established policy guidelines as outlined in Board policy.**
- **I will insure that persons addressing the Board do so in a professional manner and not allow inappropriate communication to be directed to the Board or the Superintendent during Board meetings.**
- **I will insure that all Board members are given an opportunity to reflect their views. I will work toward building consensus among all Board members.**
- **I will follow parliamentary procedure, to the extent that it does not conflict with Board policy.**

## MOVING TO BOARD OPERATING PROCEDURES:

- I will take MASB CBA 101, Introduction to School Board Service, within the first six months of my Board service.
- I will become MASB Board certified within one year of my Board service in order to educate myself to make the best decisions for the District.
- I will disseminate pertinent information gathered at training workshops and conventions with the Superintendent and fellow Board members.

## ADD DETAILS FOR THE FOLLOWING TO BOARD OPERATING PROCEDURES:

I will come to Board meetings prepared to discuss and take action on all agenda items. I will study the material in the Board packet and send requests for additional information to the Superintendent or his/her designee prior to each Board meeting.

I will give the Superintendent or Board President notification of my concerns prior to the Board meetings, so that the concerns can be properly addressed.

I will avoid being placed in a position of conflict of interest, and, if such a conflict is unavoidable, I will disclose such interest to Board members and the Superintendent and abstain from voting on such matters.