

Arrowhead Elementary Board of Directors Code of Conduct Policy

Introduction

What is Code of Conduct? A code of conduct is a set of guiding principles that act as a benchmark for professional behavior. It is a promise to adhere to the values we all share as WSPTA members such as honesty, respect, responsibility, fairness and compassion.

Organizational Values

As an Arrowhead Elementary PTA Board Member, I promise to abide by the fundamental values that underpin all the activities of this organization and remember that it is all about the children of Arrowhead Elementary.

Integrity and Honesty will be the hallmarks of all conduct when dealing with colleagues within the Arrowhead Elementary PTA and equally when dealing with individuals and institutions outside it. I will treat those I come in contact with, with the same courtesy and consideration I expect from others.

Accountability. The activities I perform for the Arrowhead Elementary PTA will be able to stand the test of scrutiny by the members, the general public and I.R.S.

Transparency. The Arrowhead Elementary PTA strives to maintain an atmosphere of openness throughout the organization. Our members decide the course of our organization and we keep them informed at all times.

- I will not break the law or go against nonprofit regulations in any aspect of my role as a PTA Board Member.
- I will support the mission of the Arrowhead Elementary PTA and abide by and represent our bylaws, policies, positions, procedures, purposes and mission statement.
- I will strive to establish respectful and courteous relationships with all I come into contact with in my role as an Arrowhead Elementary PTA Board member.
- I will agree to disagree when necessary without anger or rancor. I will take to my work an attitude of open-mindedness, a willingness to be trained and bring to it interest and attention.
- I will not gain materially or financially from my role in the Arrowhead Elementary PTA.
- I will use PTA resources responsibly, when authorized, in accordance with procedure.
- I will strive to attend all General and Board Meetings, giving notice and information ahead of time if unable to attend.
- I will study the agenda and other information sent to me in good time prior to the meetings and be prepared to discuss agenda items during the meeting.
- I will accept a majority issue vote on an issue.
- I understand that substantial breach of any part of this code may result in my removal from the Board.
- Should I resign from the Arrowhead Elementary Board, I will inform the Executive Team in advance.

Signature: _____

Date: _____