

Adopted: 3/23/98

Revised:

209 CODE OF ETHICS

I. PURPOSE

The purpose of this policy is to assist Cooperative board members in recognizing the role of individual Cooperative board members and the contribution that each must make to develop an effective and responsible Cooperative board.

II. GENERAL STATEMENT OF POLICY

Each Cooperative board member shall follow the code of ethics stated in this policy.

A. AS A MEMBER OF THE COOPERATIVE BOARD I WILL:

1. Listen.
2. Recognize the integrity of my predecessors and associates.
3. Appreciate the merit of their work.
4. Be motivated only by a desire to serve the pupils of Cooperative and member districts.
5. Attempt to inform myself on the proper duties and functions of a Cooperative board member.
6. Recognize that it is my responsibility, together with other Cooperative board members, to see that the Cooperative is properly run, not to run them myself.
7. Work through the administration employees of the Cooperative board—not over or around them.
8. Recognize that Cooperative business may be legally transacted only in an open meeting of the Cooperative board.

B. IN PERFORMING THE PROPER FUNCTIONS OF A COOPERATIVE BOARD MEMBER I WILL:

1. Perform under education policies unless necessity requires otherwise.
2. Function in meeting the legal responsibility that is mine as part of a policy forming body—not as an administrative officer.
3. Consider myself a trustee of public education and do my best to protect, conserve, and advance its progress.

C. TO MAINTAIN RELATIONS WITH OTHER MEMBERS OF THE COOPERATIVE BOARD I WILL:

1. Respect the right of others to have and express opinions.
2. Recognize that authority rests with the Cooperative board in legal session—not with the individual members of the Cooperative board except as

authorized by law.

3. Make no disparaging remarks, in or out of Cooperative board meetings, about other members of the Cooperative board or their opinions.
4. Recognize that to promise in advance of a meeting how I will vote on any proposition is to close my mind and agree not to think through other points of view which may be presented to the meeting.
5. Make decisions in Cooperative board meetings only after all sides of debatable questions have been presented.
6. Delegate details of Cooperative board action to administrative employees.
7. Insist that special committees be appointed to serve only in an advisory capacity to the Cooperative board.

D. IN MEETING MY RESPONSIBILITIES TO MY COMMUNITY I WILL:

1. Attempt to appraise both the present and future educational needs of the Cooperative district.
2. Attempt to obtain adequate financial support for the Cooperative program.
3. Interpret the needs and attitudes of the community and do my best to translate them into the educational program of the Cooperative district.
4. Consider it an important responsibility to interpret the educational program of the Cooperative as it relates to the needs of the community.
5. Insist that business transactions of the Cooperative district be on an ethical, open, and above board basis.

E. IN WORKING WITH THE DIRECTOR OF THE COOPERATIVE AND STAFF I WILL:

1. Hold the director responsible for the administration of the Cooperative district.
2. Give the director authority commensurate with the responsibility.
3. Assure that the Cooperative district will be administered by the best professional personnel available.
4. Consider the recommendation of the director in the appointment of all employees.
5. Participate in Cooperative board action after considering the recommendation of the director and only after the director has furnished adequate information supporting the recommendation.
6. Expect the director to keep the Cooperative board adequately informed at all times through both oral and written reports.
7. Spend adequate time in Cooperative board meetings on educational policies.
8. Give the director counsel and advice.
9. Recognize the status of the director as an ex officio member of the Cooperative board.
10. Refer all complaints to the proper administrative officer or insist that they be presented in writing to the whole Cooperative board.
11. Present any personal criticisms of employees to the director.
12. Provide support for the director and employees of the Cooperative district so they may perform their proper functions on a professional level.

Legal References: Minn. Stat. § 123.33 (School Board Powers)
Minn. Stat. § 123.34, Subd. 9 (Superintendent)
Minn. Stat. 123.35, Subd. 1 (School District Powers)

Cross References: MSBA Service Manual, Chapter 1, School Board Member Code of Ethics