

**EDUCATOR AND ADMINISTRATOR ETHICS****(1)**

As recognized professionals, educators serve as role models for ~~their~~ students and occupy a position of public trust. The behavior of educators and administrators in Topeka Public Schools must comply with high ethical standards, as set forth in the Kansas Educator Code of Conduct, adopted by the Kansas State Department of Education, and as modified by the Topeka Public Schools Board of Education.

**I. Educator Conduct**

The educator strives to help each student realize their potential as a worthy and effective member of society. The educator therefore works to stimulate the spirit of inquiry, the acquisition of knowledge and understanding, and the thoughtful formulation of worthy goals. Professional educators shall work in the best interest of their students and honor their responsibilities to their students, school, district, community, state, and profession as evidenced by:

**A. Responsibilities to Student:**

1. Refrain from disclosing information about students obtained in the course of professional service unless disclosure serves a compelling professional purpose or is required by law;
2. Make reasonable efforts to protect the student from conditions detrimental to learning, health or safety;
3. Maintain professional relationships with students both inside and outside the classroom (See Policy 4085); and
4. Refrain from soliciting, encouraging, participating or initiating inappropriate written, verbal, electronic, physical, sexual, or romantic relationships with students.

**B. Responsibilities to District:**

1. Adhere to conditions of contractual obligations;
2. Fulfill reporting requirements honestly and accurately;
3. Use funds, personnel, property, and equipment committed to their charge in an appropriate manner;
4. Refrain from falsifying any documents related to the employment process; and
5. Follow established school district policies, procedures, and regulations.

**C. Responsibilities to Profession:**

1. **Demonstrate conduct that follows generally recognized professional standards and complies with board policies;**
2. **Fulfill all of the terms and obligations detailed in the contract and professional agreement;**
3. **Maintain appropriate licensure for professional practice and employment;**
4. **Provide accurate information to the district and state department; and**
5. **Abide by all federal, state, and local laws and school board policies.**

**II. Administrator Ethics**

In addition to being educators, when assuming responsibility for providing professional leadership in the school and community, administrators take on additional duties, requiring they maintain high standards of professional conduct. The administrator acknowledges schools belong to the public and must provide educational opportunities to all students. An administrator's actions will be viewed and appraised by the community, professional associates, parents and students.

Therefore, the administrator subscribes to the following standards and does the following:

- A. **Makes the well-being of students the basis for decision making and action;**
- B. **Fulfills professional responsibilities with honesty and integrity;**
- C. **Uses good judgment in their relationships with certified or classified staff beyond their work responsibilities and/or outside the school setting, avoids excessive informal and social involvement with individual staff members, is sensitive to the appearance of impropriety in their conduct with non-administrative staff, and discusses issues with their direct supervisor whenever they are unsure whether a relationship constitutes a violation of this policy or Policy 4160;**
- D. **Supports the principle of due process as required by law and the professional agreement;**
- E. **Obeys local, state and national laws;**
- F. **Implements all board policies, rules and regulations;**
- G. **Pursues appropriate measures to change those laws, policies and regulations that are not consistent with sound educational goals;**
- H. **Avoids accepting anything of substantial value ~~which is known to be or~~ which may appear to be for the purpose of influencing judgment or the performance of duties;**

- I. Accepts academic degrees or professional certificates only from duly accredited institutions;**
- J. Seeks to improve the profession through research and continuing professional development; and**
- K. Honors employment contracts until fulfillment or release.**