



Code of Conduct

The Mothers' Guild of Notre Dame Preparatory High School (NDP) is a volunteer organization. Its members act as parents in partnership with NDP.

As Board Members, Club and Committee Chairs and Volunteer Leads, you are leaders within our Saints community and have accepted an obligation to act in the best interest of both Mothers' Guild and NDP.

Leaders are expected to adhere to a standard code of conduct, in addition to the policies of NDP, as outlined in the Student/Parent Handbook.

This Code of Conduct is a statement of behavioral principles, expectations, and ideals. It reflects how we respect and treat each other as leaders within the NDP Mothers' Guild and guides our decision making. The Code is a vision which aims to both explain the commitment of our experienced members and to guide those new to the organization.

Communication

We work to promote the reputation of Notre Dame to those outside our community. A positive school reputation helps us all. Criticism of Notre Dame, its teachers and administration is not permitted during meetings or via social media. Individual issues should be addressed directly with the President of Mothers' Guild or the Principal of Notre Dame Preparatory High School in accordance with school policy. Please keep in mind that NDP Mothers' Guild is not a PTO. We are volunteers and advocates, not activists.

In terms of Social Media, the purpose of the Mothers' Guild Facebook and Instagram Pages are to provide an online community for our members. The goal is to share information, update the community on events and programs, and showcase the achievements of our community.

We ask that parents do not set up a separate NDP Mothers' Guild FB or Instagram pages. All Mothers' Guild social media must adhere to NDP guidelines and Mothers' Guild branding. No one person or group should speak for the Mothers' Guild, or as a representative of MG, without approval.

When posting or responding to a post, we request you keep in mind:



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- your post represents our school community. Please use appropriate language, professionalism, and respect.
- that you should not post people's names, information, pictures, or thoughts without their permission.
- any inflammatory statements that make allegations against individuals or organizations will be deleted.
- any unsolicited advertising for businesses is not allowed.
- that you may not publish content as your own that has been created by others.

Inclusivity

We work together to build our Saints community through the support and encouragement of all members. It is important to promote participation in membership to all NDP moms and participation in all activities to all members.

Participation

We expect that you will be an active leader who gives of their time, talent, and treasure:

- participate in at least X event per year.
- donate whatever you can to the Saints Fund by X date.

Respect

We are all volunteers doing our best to support and represent our school. Although we may not always agree, courtesy, humility, kindness, and tact go a long way toward building harmony within our Mothers' Guild.

Everything you do reflects Mothers' Guild and NDP. Please act accordingly.

It is also important to respect and protect any confidential information you may encounter while in your role.

Service with a Smile



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We are mothers and volunteers. As we donate our time to our Saints community, it is necessary to put the best interest of the entire community ahead of our individual desires. As it frequently happens, mothers sacrifice for our children. As leaders, we are here to serve all of Notre Dame Preparatory High School.

All activities are executed within the guidelines set by NDP. When volunteering, please be more of a help than a hurdle. We willingly support the school knowing they are acting in the best interest of the entire Saints community. Speak up if you have questions or ideas, but once a decision has been made, please support, and defend it.

Adherence to the Code of Conduct

This Code of Conduct represents the minimum standards of behavior and performance for Mothers' Guild Board Members, Club and Committee Chairs and Volunteer Leads and must be signed by all parties and must be adhered to by those parties. The Code cannot cover every conceivable type of situation that one may encounter, but it is intended to be used as a guide. Failure to sign or adhere to the Code of Conduct may result in the removal from NDP Mothers' Guild.