

Board of Trustees Douglas County School District

Article VII

CODE OF CONDUCT

- 1) Only the Board as a whole has authority. The Board Members will not take action or expect staff to act on individual statements, suggestions, or advice from individual Board Members. A Board Member may seek information, counsel, or advice to aid the Member in their presentation or deliberation of a matter before the Board. Once the Board has acted, only the Board can change that action. Members are obligated to support the decision of the Board publicly and privately.
- 2) The Board President, or his/her designee, is the primary spokesperson for the Board. The Superintendent is the primary spokesperson for the school district. The Board President and all Board Members are encouraged to assist with school district communication in the community. Public presentations will accurately and fairly reflect Board decisions and process.

Regarding matters on which the Board has taken action, Board Members will defer to the Board President when possible to make statements on behalf of the Board. The President and Board Members are cautioned against stating his/her personal opinions unless specifically asked, and needs to identify personal opinions as such. The Board President, when possible, will make statements on behalf of the Board including responding to written correspondence written to all Board Members collectively, or will refer said correspondence to the Superintendent when appropriate.
- 3) In the absence of the President, the Vice President will fulfill the role of President. The role of the Clerk includes monitoring of time for public comment at meetings. All officers may participate in Agenda Development meetings and sign legal documents as appropriate.
- 4) Any Board Member who testifies before any public or legislative body will first state the Board's position before his/her own. Board Members appointed as legislative liaisons may testify as a DCSD representative on matters on which the Board has taken action or given direction. The Superintendent will be informed on any contacts made with legislators by

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Board Members on any issue related to operation of the Douglas County School District. The Superintendent will keep the Board informed of the school district's response regarding legislation on which the Board has not taken a position.

- 5) Trustees who serve as a Board designee on district or community panels, boards, or committees shall update the entire Board monthly regarding matters of importance to the Board or the District related to their service on such panels, boards, or committees. (i.e., The Board's representative on the Parks and Recreation Board shall report back on matters of importance to the district.)
- 6) Board meetings are for deliberation, decision making, action, and votes. Board discussion should be concise and pertinent to the issue. If a Board Member needs more information or has questions, the Superintendent, counsel, or Board President may be contacted before the meeting. Facts and/or information that will be needed from the administration may be referred through the Superintendent pursuant to Board Policies and Administrative Regulations.
- 7) Trustees carry a public trust and should carry out their duties in a professional and courteous manner both as trustees and in their interaction with the public. Trustees should strive to present their views in a professional and respectful manner, avoiding personal attacks. Trustees should extend every courtesy to those who appear before the Board. Non-verbal communication must be respectful.
- 8) The last stop, not the first, will be the Board. Board Members will follow the chain of command and insist that others do as well. While the Board is eager to listen to its constituents and staff, each inquiry is to be referred to the person who can properly and expeditiously address the issue and keep the Superintendent informed of the issue. Problems identified by Board Members go directly to the Board President and Superintendent, or when applicable, legal counsel.
- 9) Any Board Member who has a dispute shall first try to resolve the issue by meeting with the Board President and the Superintendent to resolve the dispute. If the meeting does not resolve the issue, the Board President

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shall place it on the agenda of a regularly scheduled board meeting for discussion and action by the Board. Should the dispute involve employees, proper notice shall be issued in accordance with NRS to assure no violation of employee contracts, agreements, or State laws and regulations.

- 10) Board meetings are where the Board does its work in public. Board Members will speak to the issues on the agenda and pay close attention to fellow Board Members and all other speakers.

As a means of fulfilling its mission, each Board Member will:

- A. Be an advocate for public education;
- B. Help the people of the community understand the importance of public education and the need to support it;
- C. Uphold and enforce all laws, State Board rules and regulations (Nevada Administrative Code, Douglas County School District Board Policy and Administrative Regulations), and court orders pertaining to schools;
- D. Make decisions in terms of the educational welfare of children and strive for public schools which can meet the individual needs of all children regardless of race, gender, creed, disability, sexual orientation, or social standing;
- E. Recognize that his/her responsibility is not to run the schools but, together with fellow Board Members, maintain their operation to see that they are well run;
- F. Arrive at conclusions only after discussing all aspects of the issues. Be prepared, thorough, and open minded;
- G. Recognize that authority rests with the whole Board assembled in public meetings, make no personal promises and avoid any private action which may compromise the Board or its policies;
- H. Refuse to surrender independent judgement to special interest or partisan political groups or to use the school for personal gain or for the gain of friends;
- I. Keep confidential information in confidence;

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- J. Understand and abide by the Open Meeting Law;
- K. Recognize the importance of continuous learning and make professional development a priority.
- L. Violation of these principles will be addressed by the Board President.

Legal References NRS 281A: Ethics in Government Law, Nevada.

Date Adopted: 04/09/02
Date Revised: 06/21/06
Date Revised: 02/09/10
Date Revised: 06/14/11
Date Revised: 06/11/13
Date Revised: 10/14/14
Date Revised: 12/12/17
Date Revised: 06/12/18
Date Revised: 06/09/20
Date Revised: 03/09/21
Date Revised: 11/14/23