



ETHICS CODE

The ethics code outlines the guiding principles and expected behaviors for all Richmond Community Schools administrators. The district exists to serve students, parents, and our community. To be effective, all employees will do their best to provide students and families with the highest possible quality of service.

1. **Primacy of the student** We will place the well-being of the student at the base of every decision made.
2. **Fairness, dignity, respect** We will treat each other and members of the community fairly and with dignity and respect.
3. **Public trust** As public servants, we will act to earn, promote and maintain the public's trust and confidence in the Richmond Community Schools.
4. **Personal gain from position or resources** We will not use our district position for personal or private gain. We will not use public resources for private non-district purposes nor for purposes other than for which they were intended. We will not solicit or accept contributions for non-district purposes from outside vendors who may do business with the district.
5. **Conflicts of interest** We will avoid holding financial interests that conflict with the performance of our duties to the district. In a spirit of transparency we will disclose even potential conflicts of interest.
6. **Hiring, assigning, promoting, supervising, and supporting** We will take care in hiring, assigning, promoting and supervising employees so as to avoid nepotism or the appearance of impropriety, and we pledge to support our employees for optimal service to students.
7. **Waste, fraud, abuse, corruption** We will monitor the use of resources to avoid waste, and we will disclose waste, fraud, abuse, and corruption to the appropriate personnel at the district.
8. **Use of authority** We will not use our authority to intimidate, threaten or retaliate against a person to attempt to interfere with disclosure of potentially improper organizational activity.
9. **Reputation of Richmond Community Schools** As people who work with the youth of Richmond, we will project a professional, positive image within the schools and the community and expect the same of employees in our charge.
10. **Failure to comply** We understand that employees who fail to comply with the provisions of this Ethics Code may be subject to administrative legal action as provided under district policy and Indiana School Laws.