

Policy ~~3210~~ 540 – Employee Code of Conduct

Revised policy and repeal of Policy 4210 (Employee Code of Conduct) effective July 1, 2019

1st reading May 23, 2019

2nd reading

3rd reading

Statutory authority (none)

Administrative Guidelines

(none)

The ~~Roane County Board of Education~~ recognizes that the capabilities and conduct of all ~~professional~~ employees greatly affect the quality of education provided to students in its schools. The ~~Roane Board of Education~~ further believes that all ~~professional~~ employees should be intrinsically motivated by the importance of the job that they do. The purpose of the Employee Code of Conduct is to establish appropriate standards of conduct for all ~~Roane County professional personnel~~ employees.

This policy also requires that ~~Roane County professional~~ employees respond immediately and consistently to incidents of bullying, harassment, intimidation, substance abuse, and/or violence or any other code of conduct violation that impacts negatively on students in a manner that effectively addresses incidents deters future incidents, and affirms respect for individuals.

Employee Code of Conduct

All ~~Roane County professional~~ Board employees shall:

- A. exhibit professional behavior by showing positive examples of preparedness, communication, fairness, punctuality, attendance, language, and appearance;
- B. contribute, cooperate, and participate in creating an environment in which all employee/students are accepted and are provided the opportunity to achieve at the highest levels in all areas of development;
- C. maintain a safe and healthy environment, free from harassment, intimidation, bullying, substance abuse, and/or violence, and free from bias and discrimination;
- D. create a culture of caring through understanding and support;
- E. immediately intervene in any code of conduct violation, that has a negative impact on students, in a manner that preserves confidentiality and the dignity of each person;
- F. demonstrate responsible citizenship by maintaining a high standard of conduct, self-control, and moral/ethical behavior;
- G. comply with all Federal, West Virginia and Roane County laws, policies, regulations and procedures.

~~The West Virginia Department of Education shall provide for the distribution of the Employee Code of Conduct to all West Virginia school employees and provide professional development for County Superintendents and principals on the Employee Code of Conduct.~~

~~The Roane County Board of Education Superintendent shall provide professional cause all employees to receive staff development for all employees on the Employee Code of Conduct.~~

~~WV State Board of Education Policy 5902~~

~~*Employee Code of Conduct*~~

~~The Roane County Board of Education recognizes that the capabilities and conduct of all service personnel employees greatly affect the quality of education provided to students in its schools. The Roane Board of Education further believes that all service personnel employees should be intrinsically motivated by the importance of the job that they do. The purpose of the Employee Code of Conduct is to establish appropriate standards of conduct for all Roane School System service personnel.~~

~~This policy also requires that Roane County school service personnel employees respond immediately and consistently to incidents of bullying, harassment, intimidation, substance abuse, and/or violence or any other code of conduct violation that impacts negatively on students in a manner that effectively addresses incidents, deters future incidents, and affirms respect of individuals.~~

~~Employee Code of Conduct~~

~~All Roane County service personnel employees shall:~~

- ~~_____ A. _____ exhibit professional behavior by showing positive examples of preparedness, communication, fairness, punctuality, attendance, language, and appearance;~~
- ~~_____ B. _____ contribute, cooperate, and participate in creating an environment in which all employees/students are accepted and are provided the opportunity to achieve at the highest levels in all areas of development;~~
- ~~_____ C. _____ maintain a safe and healthy environment, free from harassment, intimidation, bullying, substance abuse, and/or violence, and free from bias and discrimination;~~
- ~~_____ D. _____ create a culture of caring through understanding and support;~~
- ~~_____ E. _____ immediately intervene in any code of conduct violation, that has a negative impact on students, in a manner that preserves confidentiality and the dignity of each person;~~
- ~~_____ F. _____ demonstrate responsible citizenship by maintaining a high standard of conduct, self-control, and moral/ethical behavior;~~
- ~~_____ G. _____ comply with all Federal, West Virginia and Roane County laws, ordinances, policies, regulations and procedures.~~

~~The Roane County Board of Education shall provide professional staff development for all employees on the Employee Code of Conduct.~~

~~WV State Board of Education Policy 5902~~