

CANTON PROFESSIONAL EDUCATORS' ASSOCIATION

CONSTITUTION

AND

BYLAWS



Revised April, 2009

CONSTITUTION

ARTICLE I

NAME

SECTION 1. The name of this organization shall be the Canton Professional Educators' Association.

SECTION 2. According to a majority of members (2/3), the C.P.E.A. shall maintain unified affiliation with the East Central Ohio Education Association (ECOEA), the Ohio Education Association (OEA), and the National Education Association (NEA).

SECTION 3. The general membership, "via" amending the constitution, may vote to disaffiliate from the ECOEA, OEA, and the NEA. The newly created organization would retain the name "Canton Professional Educators' Association (CPEA)." All equipment, logos, financial matters, etc., will become the property of the CPEA.

SECTION 4. In the event the CPEA disbands completely, all assets will be liquidated and the money generated be deposited into the CPEA Scholarships Fund. This fund will be given to the Stark Community Foundation, Inc. to be administered as follows:

(A) In the event the C.P.E.A. disbands, the monies in the Stark Community Foundation, Inc. will be awarded in the following manner:

(1) Students: Two \$1000.00 scholarships will be awarded annually to the top student as determined by the student G.P.A. (grade point average) in each city high school who will be attending a higher education institution. In the case of a tie at either school, the \$1000.00 will be divided equally among those students tied at that school.

(a) In the event there is only one city high school, the top two students will each be given a \$1000.00 scholarship. In case of a tie, the money is divided equally.

(b) The money will be awarded by May 30th of each year.

(2) Canton City Teachers: To include classroom teachers, psychologists, guidance counselors, specialists, nurses, tutors, hourly-rated tutors, hourly-rated pre-school teachers, pre-school teachers, and librarians for furthering their own education.

(a) Ten \$500.00 scholarships to be awarded annually by random drawing from all eligible members who apply.

(3) Dependents of Canton City Teachers: Ten \$500.00 scholarships to be awarded annually by a random drawing.

(a) The names will be drawn by the Scholarship Committee of the Stark Community Foundation, Inc. by May 1st of each year.

(b) The Stark Community Foundation will use the same selection criteria for the above scholarships as was used by the CPEA when it was in existence.

ARTICLE II

PURPOSES

SECTION 1. The purpose of the Association shall be as follows:

(A) To organize certified educators into one unified body.

(B) To encourage and promote professional attitudes on the part of all members of C.P.E.A.'s bargaining unit.

(C) To support and promote high standards of certification and to see that expediency does not bring about the deterioration of educational standards.

(D) To promote the general welfare of those employed in teaching and supportive educational services by the Canton Board of Education and to safeguard the security of the members of the C.P.E.A. bargaining unit in an atmosphere of academic freedom.

(E) To encourage young people of high capability to consider teaching as a future career, and to do everything possible to aid those exceptionally talented in furthering their education on the college level.

(F) To actively support when possible, legislation and legislators deemed consistent to the best interests of the teaching profession and public education.

(G) To represent all members of C.P.E.A.'s bargaining unit in negotiations with the Board of Education.

(H) To provide a means for bargaining unit members to discuss problems within their profession.

ARTICLE III

MEMBERSHIP

SECTION 1. All professionally certificated personnel employed by the Canton City School District, exclusive of Administrative Executive Committee members, Directors, Coordinators, Principals, and Assistant Principals, shall become members of the Association upon application and payment of annual dues to the Treasurer.

ARTICLE IV

OFFICERS AND THEIR DUTIES

SECTION 1. The officers of this Association shall be a President, Vice-President, Secretary, and Treasurer.

SECTION 2. (A) The President shall preside at all meetings of the Association and the Building Representative Assembly and shall be an ex-officio member of all committees. He/she shall be responsible for coordinating the Association's activities.

(B) The President may appoint, with yearly approval by a majority vote of the Executive Committee, a maximum of three (3) CPEA members to serve on the Executive Committee.

SECTION 3. The Vice-President shall preside or act in the absence of the President. The Vice President shall also coordinate all the activities of the Executive Committee and shall be an ex-officio of all committees within the Executive Committee.

SECTION 4. The Secretary shall keep records of all meetings of the Association, the Building Representative Assembly, and the Executive Committee. He/she shall prepare and keep on file a correct list of names and addresses of the members of the Building Representative Assembly and the Executive Committee. It shall be the duty of the Secretary to prepare a membership roster indicating the name of each member. Such a roster shall be presented to the Treasurer no later than November 30 of each year. Upon certification of this roster within a financial record, sufficient copies shall be made by the Secretary for distribution to each school and each of the administration offices in the Canton City Public School System for a permanent display in a prominent position.

SECTION 5. The Treasurer shall receive all monies belonging to the Association, shall make payments when properly authorized, shall keep an itemized account of receipts and expenditures, shall make reports of the balance at regular meetings. He/she shall file a written report annually, and the Association's financial record shall be audited before January 31 by a certified public accountant selected by the President, Treasurer and the Audit Committee. Two of the four Association officers' signatures are required on all checks.

The Treasurer shall attend annual training for the first three years as Treasurer.

The past Treasurer will remain active through the audit and will receive an honorarium from the Association.

SECTION 6. In case of a vacancy in the office of President, it shall be filled by the Vice-President.

SECTION 7. The Executive Committee shall appoint an interim Vice-President from the Executive Committee for 30 days. During this time, an election shall be held to fill this position. Any person holding the office of President shall be granted the title of Past President upon the expiration of his term of office. The position of Past President exists for the duration of his successor's term in office. The Past President shall be entitled to a seat on the Executive Committee with all the rights and privileges.

SECTION 8. Officers shall be elected for terms of two (2) years. Beginning with the 2009-2010 school year, the CPEA offices of: President, Vice-President, Secretary and Treasurer will have two (2)-year staggered terms, with the positions of President and Treasurer being vacant at the same time, and the positions of Vice-President and Secretary being vacant on alternate years.

For the 2009 CPEA officer election, the positions of CPEA President and CPEA Treasurer will be elected to a three (3)-year term, and return to the Constitutional term of two (2) years for the 2012 election.

SECTION 9. Executive Committee members shall be elected for terms of no more than two (2) years. A minimum of four (4) members shall be elected on alternate years. Members may be re-elected.

SECTION 10. Terms of all officers and members of the Executive Committee shall begin July 1.

ARTICLE V

ELECTIONS

SECTION 1. The Constitution and Elections Committee shall attempt to prepare a slate composed of a minimum of two candidates for each office

and Executive Committee position on or before February 15. Lacking sufficient candidates, the Committee shall then act to secure additional qualified candidates. Its report shall be presented to the Building Representative Assembly during the March meeting, at which time further nominations may be made from the floor.

SECTION 2. Any member may be nominated for any office unless otherwise stated.

SECTION 3. All officers shall be elected by popular vote of the Association. All Executive Committee positions shall be elected by popular vote of their respective designated constituents. Ballots shall be returned in a sealed envelope to the chairperson of the Elections Committee by school mail or United States mail, and the results of the elections shall be announced to the membership of the Association by the Secretary. The Executive Committee shall establish further procedures consistent with provisions of this section and necessary to give them effect, including special elections.

SECTION 4. If two or more people running for the same office receive the same number of votes, there shall be a recount of the ballots. If a tie vote still exists there shall be a runoff vote for those tied. If after the runoff vote, no candidate receives a plurality of the votes, a toss of a coin will determine the winner.

SECTION 5. Terms of the officers and members of the Executive Committee shall begin July 1.

SECTION 6. Any elected officer or other Executive Committee member, who by reason of change of position, (i.e., elementary to middle; middle to secondary; teacher to administrator, etc.) loses their current elected status, providing said position is consistent with provisions of Article III, Section 1, the President may, with Executive Committee approval, appoint a new committee person until the next available election.

SECTION 7. Both the President and/or Vice-President can succeed themselves in office providing they have received a majority of the ballots cast in their favor.

SECTION 8. When the need to fill a vacant office arises, except in the case of the Presidency, a special election must be called by the President within 30 days. The President, however, may appoint proem for a period of 30 days.

SECTION 9. Contracts and any amendments thereto between the CPEA and Canton City Board of Education shall be subject to the vote of the membership. Ratification can only be obtained when a majority of those casting ballots vote in favor of the contract.

SECTION 10. All elections shall be by secret ballot.

SECTION 11. In the event that after nominations are closed there is only one candidate on the ballot for an office, the secret ballot election shall be dispensed with and the unopposed candidate shall be declared elected to the office by approval of the C.P.E.A. Building Representative Assembly.

ARTICLE VI

EXECUTIVE COMMITTEE

SECTION 1. (A) The Executive Committee shall be directly responsible for carrying out all matters referred to it by the Building Representative Assembly, make specific recommendations to that body, and to act as a tribunal in all matters involving constitutional interpretation. It shall act upon and coordinate the activities of the Canton Professional Educators' Association.

(B) Executive Committee approval must be obtained prior to any mid-contract bargaining. All Executive Committee members will be notified at least five (5) working days in advance of the meeting at which such vote is to occur.

SECTION 2. Representation on the Executive Committee shall be governed by the one-man, one-vote principle. The Executive Committee shall be made up of the members as follows:

(A) The President and three officers elected at-large: Vice-President, Secretary, and Treasurer.

(B) The immediate Past President, consistent with Article 4, Section 7.

(C) Using an established ratio of one Executive Committee member per 50 members of the bargaining unit, at-large members to the Executive Committee shall be elected by C.P.E.A. members on the Pre-School - fifth grade, sixth through eighth grade, and ninth through twelfth grade levels. In addition, one Executive Committee member per 50 members or major fraction thereof, shall be elected from Curriculum Specialists, Speech/Hearing Therapists, Psychologists, Prescriptive Resource Teachers, and Special Education Resource Teachers.

(D) Any CPEA member who is also an Executive Committee member of the NEA or OEA or is an officer of the district association shall be invited to be a non-voting member of the Executive Committee.

SECTION 3. In accordance with Article V, Section 7, the President may appoint a person to fill a vacancy on the Executive Committee providing that a vote of the C.P.E.A. members representing the area in which the vacancy occurs is held within 30 days.

SECTION 4. At the discretion of the Executive Committee, upon three unexcused absences of an Executive Committee member, his or her position on the Executive Committee shall be terminated. The President, in accordance with Section 3 of this article, will determine the successor.

SECTION 5. At-Large members elected to the Executive Committee shall be appointed by the President on the following Standing Committees:

- | | | |
|-------------------------------|---|------------------|
| 1) Constitution and Elections | - | * 1 Chairperson |
| 2) Legislative | - | * 1 Chairperson |
| 3) Public Relations | - | * 2 Chairpersons |
| 4) Membership | - | * 2 Chairpersons |
| 5) Program | - | * 2 Chairpersons |
| 6) Scholarship | - | * 2 Chairpersons |
| 7) Teacher Welfare | - | * 2 Chairpersons |
| 8) PACE | - | * 1 Chairperson |

- 9) Professional Negotiations and Grievances - * 2 Chairpersons
- 10) Budget and Finance - * 1 Chairperson
- 11) Building & Facilities - * 1 Chairperson
- 12) Audit Committee - * 1 Chairperson

* The number serves as a suggestion only

(A) All committee members shall be chosen by their chairperson, except Professional Negotiations Committee members who are selected by the President and Professional Negotiations Chairperson with the approval of the Executive Committee.

(B) The duties of the Standing Committees shall be such as are stated in Article IV of the By-Laws and/or augmented by the Executive Committee.

(C) At the discretion of the President and/or Executive Committee, committees may be formed or eliminated as needed.

ARTICLE VII

THE BUILDING REPRESENTATIVE ASSEMBLY

SECTION 1. The Building Representative Assembly shall be the legislative body of the Association; therefore, it has the final responsibility of determining Association policy and activities.

SECTION 2. The Building Representative Assembly shall be elected by the C.P.E.A. membership in each respective building. There shall be one Building Representative for every fifteen members of the bargaining unit, or major fraction thereof: from each building; plus the four officers elected by the Association and the Executive Committee members. Each building shall be entitled to at least one Building Representative using the same guidelines that apply to other buildings in the system.

SECTION 3. Building Representatives shall be elected annually by the vote of C.P.E.A. members in each building and their names reported to the

Secretary no later than May 15 of each year. Their term of representation shall commence on July 1 of each year.

SECTION 4. Alternates shall be elected on the same basis as the Building Representatives and shall serve the same term.

SECTION 5. In buildings which elect two or more Building Representatives to the Canton Professional Educators' Association Building Representative Assembly, the elected Building Representatives shall choose a Building Representative chairperson. All Canton Professional Educators' Association communications shall be handled through assignment by that chairperson.

SECTION 6. Upon three unexcused absences of a Building Representative, his position as a Building Representative shall be terminated. Said building shall be required to elect a replacement within 10 school days after notification of said vacancy.

SECTION 7. Building Representatives will approve by a majority vote at the May Building Representative meeting, the tentative annual budget for the upcoming fiscal year. They will approve a final budget no later than the October Building Representative meeting. The Building Representatives also have the authority to make adjustments to the budget by means of a majority vote.

ARTICLE VIII

AMENDMENTS

SECTION 1. Proposed changes in this Constitution shall be presented in writing to the membership at least thirty days prior to time of voting. An open hearing shall be held at the regular Building Representative Assembly meeting prior to voting.

SECTION 2. Alterations, additions, deletions, or amendments shall be made to this Constitution by written petition which is signed by five percent of the total active membership or by a majority vote of the Executive Committee. Voting on proposals shall be done by secret ballot.

SECTION 3. The Building Representative Assembly may make purely editorial corrections in the adopted Constitution.

ARTICLE IX

EXPULSION OR SUSPENSION OF MEMBERSHIP

SECTION 1. All members of the bargaining unit shall abide by the Code of Ethics as adopted by the Canton Professional Educators' Association. **See attached Addendum.**

SECTION 2. The Executive Committee, by 2/3 vote, may suspend from membership or expel any member who has violated ethics of the education profession; may cancel membership of any member convicted in a court of law of a crime involving moral turpitude; and may reinstate a member who has previously been suspended or expelled from the Association.

ARTICLE X

RECALL AND REMOVAL OF OFFICERS, EXECUTIVE COMMITTEE MEMBERS, OR BUILDING REPRESENTATIVES

SECTION 1. If an officer or Executive Committee member is negligent in their duties or incapacitated, he/she can be removed from office by 2/3 vote of the Building Representative Assembly upon the presentation of a petition containing the names of 10% of the current membership.

SECTION 2. If a Building Representative is negligent in their duties or incapacitated, he/she can be removed from office by a 2/3 vote of the membership in their building.

ARTICLE XI

ASSOCIATE MEMBERSHIP

SECTION 1. Retired teachers shall be eligible to become associate members.

SECTION 2. Associate membership shall be open to any person who is interested in advancing the cause of public education but who is not eligible for any other class of membership in the Association.

SECTION 3. Associate members may serve on any Association committee except Professional Negotiations and Grievance. They will not be permitted to hold office in the Association. Holding office and chairing a standing committee are reserved for the active members of the Association.

ARTICLE XII

MEMBERSHIP AND FISCAL YEAR

SECTION 1. The membership and fiscal year for the CPEA shall be September 1 through August 31.

ARTICLE XIII

AFFIRMATIVE ACTION

SECTION 1. The Association supports the principle of affirmative action. Specific policies of the Association shall be directed toward that purpose.

B Y L A W S

ARTICLE I

MEETINGS

SECTION 1. The Building Representative Assembly shall schedule a minimum of one regular meeting per month. This meeting shall be one week after the regular Executive Committee meeting.

SECTION 2. The Executive Committee shall schedule a minimum of one regular meeting every month of the school year beginning in September.

SECTION 3. Special meetings of either the Association, the Building Representative Assembly, or the Executive Committee shall be called at any time by the President or upon request of a majority of the members of the Executive Committee.

SECTION 4. In their respective meetings, simple majority of the total membership of the Association, of the Building Representative Assembly, and of the Executive Committee shall constitute a quorum. Voting procedures shall be in accordance with Robert's Rules of Order.

SECTION 5. The Association may hold three general meetings of the entire membership during release time. Business of the Association shall be conducted only at those meetings where a quorum is present. Special general membership meetings may be called at the written request of 10% of the membership. Business to come before the special meeting must be stated in the request which shall be sent to each building in writing and posted.

ARTICLE II

DUES

SECTION 1. Dues of active and associate members shall be a dollar amount, which is established annually by the Building Representative Assembly upon the recommendation of the Budget and Finance Committee, plus such additional dues as may be established by the East Central Ohio Education Association, the Ohio Education Association, and the National Education Association with which the Canton Professional Educators' Association shall be a unified affiliate.

SECTION 2. Any member of the Association who retires during the school year upon notification to the Association, shall be entitled to a rebate on his dues money which has been paid to the Association. Such a rebate shall be prorated.

SECTION 3. (A) Dues of Association members who are contracted to teach half-time or hourly paid, and are not paid full-time salaries, and associate members, shall be one-half (1/2) the dues of the active members rounded out to the nearest dollar.

(B) Dues of Association members who are contracted to teach less than half-time shall be one-quarter (1/4) of the dues of active members rounded out to the nearest dollar.

(C) Retired members re-employed by the school district shall be assessed dues according to the position they are hired to fill.

(D) Volunteer retired members appointed to the Executive Committee by the President shall be required to pay dues of \$100.00 a year.

ARTICLE III

DELEGATES TO THE ECOEA, OEA, AND NEA CONVENTIONS, CONFERENCES, AND WORKSHOPS

SECTION 1. The nominations and election of the delegates and alternates shall be in accordance with the regulations of the Constitutions of the East Central Ohio Education Association, the Ohio Education Association, and the National Education Association. Delegates shall be chosen at-large from qualified members according to the regulations of the appropriate constitution.

SECTION 2. The Elections Committee shall distribute and collect petitions, distribute ballots for selecting delegates to the convention of ECOEA, OEA, and NEA, shall count the ballots, and certify the vote to the Secretary.

SECTION 3. Each group of delegates going to a convention shall be led by the President of C.P.E.A. Should the President be unable to attend, the leadership shall be provided by the Vice-President of the C.P.E.A. If neither President or Vice-President attend, the group of delegates shall choose its own chairperson.

SECTION 4. Convention reports will be given at the Building Representative meeting immediately following the conventions.

SECTION 5. Delegates attending conventions, conferences, and workshops shall, upon request and 14 days prior notice, receive advance reimbursement. Upon return they shall submit receipts to the Treasurer within 7 days so that appropriate adjustments or verification can be made.

ARTICLE IV

DUTIES OF COMMITTEES

SECTION 1. Constitution and Elections Committee -- This Standing Committee shall function to study and evaluate the Constitution in order to keep it current. It shall secure copies of the Constitution for all members of

C.P.E.A. as to the structure and content of the Constitution. This committee shall also conduct the annual and all special elections. A quorum of this committee shall count the ballots involved in those elections. It shall promote the campaign of any member endorsed by the Executive Committee for district, state, or national organization office.

SECTION 2. EPAC/Legislative -- The Legislative Committee shall seek legislation favorable to teachers and the schools; shall inform members of local, state, and national legislation affecting the profession; shall evaluate candidates for nomination and/or election and pass that information on to the Executive Committee; shall maintain good relationships with elected officials; and shall present Association recommendations on legislation to OEA Legislative Committee, and it shall coordinate all programs endorsed by the state EPAC Council.

SECTION 3. Public Relations -- This committee shall be responsible for the following:

- (a). Internal publications including the writing, publication, and distribution of all regular publications.
- (b). External publications including the writing, publication, and distribution of all regular publications.
- (c). Special projects - responsible for arranging, publicizing, etc. all special projects dealing with communications.
- (d). Promote the image of teachers in general and the CPEA.

SECTION 4. Membership -- This Membership Committee shall plan and promote a unified membership campaign to promote membership for local, district, state, and national associations.

SECTION 5. Program -- The duties of this committee shall be to:

- (a). Organize the New Teachers' Banquet in the fall and the Building Representative Banquet in the spring.

- (b). Plan and arrange an all committee seminar.
- (c). Plan and arrange the August Building Representative workshop.
- (d). Coordinate all other social programs sponsored by the CPEA.

SECTION 6. Scholarship -- This committee shall be responsible for the:

- (a). Nathaniel Roberts Scholarship. The distribution of application forms, the selection of the two recipients, and the organization of the fund-raising event.
- (b). Overseeing the other scholarships sponsored by the CPEA.
- (c). Overseeing the Tuition Reimbursement Program.

SECTION 7. Teacher Welfare -- This committee shall be separated into the following sub-committees:

- (A). Professional Responsibilities - This subcommittee shall be responsible for developing programs and providing information to the membership concerning teacher certification, in-service, and evaluation; upon the request of the President to serve on school committees with administrators.
- (B). Fringe Benefits - The subcommittee shall be responsible for informing members of the benefits they receive, informing members of changes in the fringe benefit package, monitor problems with the benefits, report to the Executive Committee, etc. of any problems or concerns dealing with the benefits or the delivery of benefits, and gather information on fringe benefits.

SECTION 8. Professional Negotiations -- The President and the Professional Negotiations Chairperson will appoint the Professional Negotiations Team, subject to the approval of the Executive Committee. Those who serve on the C.P.E.A.'s Negotiation Team may be members of the Grievance Committee. The Chairperson may also appoint others to serve on the Negotiations Committee.

(A). This team shall be vested with authority to negotiate with the Board of Education or their designated Building Representatives to reach a tentative agreement on a collective bargaining contract. If such an agreement is reached, the team shall present the agreement to the Executive Committee.

(B). The written tentative agreement will be distributed to the membership prior to their voting. At least one general membership meeting will be held prior to a ratification vote. The voting procedure for ratification is outlined in Article V, section 9 of the Constitution.

(C). This committee will be responsible for surveying the membership prior to bargaining, updating the membership during bargaining, and explaining contractual language after ratification of the contract.

(D). The Professional Negotiations Committee may seek assistance for negotiations from outside sources deemed necessary, with adequate remuneration permitted with the approval of the Executive Committee.

SECTION 9. Grievance Committee - This committee shall process all matters of grievances according to the Master Contract and, where appropriate, publishing or forwarding such information to the Executive Committee or general membership. The determination to proceed to arbitration shall be decided by the Grievance Committee which shall be composed of the CPEA officers and the Grievance Committee Chairperson. This committee will meet with the grievant, Labor Relations Consultant, and any other individuals the committee deems appropriate prior to reaching a decision.

SECTION 10. Budget and Finance Committee - This committee will be chaired by the Treasurer and Executive Committee member, appointed by the President. This committee will be responsible for preparing a tentative annual budget for the next fiscal year to be presented for approval by the Building Representatives no later than the May Building Representative meeting. A final budget will be presented to the Building Representatives for approval no later than the October Building Representative meeting.

SECTION 11. Audit Committee – This committee will be chaired by the Treasurer and Executive Committee representative to prepare a tentative annual budget for the next fiscal year to be presented for approval no later than the May Executive meeting. A final budget will be presented for approval no later than the October Building Representative meeting. This committee will also assist the Treasurer with the annual audit.

SECTION 12. Building and Facilities Committee – This committee is responsible for researching and recommending expenditures for major equipment, improvements, and maintenance for the CPEA building. The Executive Committee and Building Representatives must approve these recommendations. Only Executive Committee approval is necessary for emergency situations.

ARTICLE V

ASSOCIATION REPORTS

SECTION 1. Members of the Executive Committee will submit a monthly report to the Vice-President. This report will indicate areas of progress within said committee projects that are being undertaken and future plans and/or goals.

ARTICLE VI

PARLIAMENTARY PROCEDURES

SECTION 1. Robert’s Rules of Order shall be the authority on all questions of procedure not specifically stated in the Constitution.

ARTICLE VII

AMENDMENTS

SECTION 1. Proposed changes in the Bylaws shall be presented to the Building Representative Assembly at least one meeting prior to the meeting at which they will be considered. A two-thirds vote of those present and constituting a quorum and voting shall be necessary for the adoption of the amendments.

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CONSTITUTION
AND BYLAWS

CPEA

CANTON PROFESSIONAL EDUCATORS' ASSOCIATION

CODE OF ETHICS

CANTON PROFESSIONAL EDUCATORS' ASSOCIATION

Responsibility To The Student and Parent

- The first consideration of the educator is the welfare of the student.
- Provide guidance in the growth toward maturity.
- Provide preparation to be socially and economically competent in the school, the home, and the community, and to be happy as a responsible member of society.
- Recognize the concern of the parent for the child's development.
- Seek to share the responsibility and to cooperate with the home for the best interests of each child.

Responsibility To The Profession

- Maintain a constructive and cordial attitude toward associates.
- Respect the authority attached to each associate's position and extend the recognition due a fellow professional.
- Help to improve the status of the profession by developing and maintaining high standards.
- Be aware of the value of professional organizations and work for their realization.

Responsibility To The Public

- Hold a position of public trust.
- Serve as a trustee of the American heritage.
- Work for the strengthening of education and for the realization of democratic ideals.

The word "educator" in this code applies to all members of the profession.

APPLICATION OF PRINCIPLES

Responsibility To The Student And Parent

- Deal kindly and justly with every child as an individual without prejudice or partiality.
- Respect the confidence of each student; information given in confidence should be passed on only to authorized persons or agencies that are attempting to assist the student.
- Respect the basic responsibility of parents for their children.
- Seek to establish friendly and cooperative relationships with the home.
- Be discreet with information received from parents.
- Strive to help students develop sound moral and intellectual foundations.
- Strengthen the democratic activities of the school.
- Show the students that American citizenship involves responsibilities as well as privileges.
- Do not use classroom privileges and prestige to promote personal gain, selfish interests, partisan politics, or sectarian religious views.
- Understand that an individual's own conduct will be regarded as representative of the profession.
- Maintain an attitude and personal appearance that strengthens public respect for the teaching profession and for the school system of which he/she is a part.
- Adhere to the conditions of a contract until the contract has been terminated by mutual consent, or has otherwise been legally terminated.
- Exercise the right to participate in the democratic process.
- Conduct school activities through recognized procedures of the school system or the profession.
- Be considerate and loyal in relationships with fellow educators; respect their confidences and take pride in their achievements.
- Regard criticism of fellow educators or of a predecessor as unprofessional unless it is constructive and discreet; any criticism or dispute among educators in the presence of students or laymen is unjustifiable.
- Seek continued professional growth.

Responsibility To The Profession

- Endorse the principle that the profession must accept responsibility for the conduct of its members in the performance of professional duties.
- Maintain active membership in professional organizations and work through them to attain the objectives, which will advance the status of the profession.

- Encourage young people to enter the profession.
- Consider only educational values and qualifications in making suggestions or recommendations regarding school purchases or personnel appointments, rejecting compensation or rewards from persons benefited.
- Seek appointments or promotions only on the basis of personal qualifications and certification/licensure.
- Request honest recommendations for him/herself.
- Give honest recommendations for others.
- The educator is entitled to information regarding his/her professional rating with the authorities and to notification and a hearing in fair time before dismissal, non-appointment, or demotion.

Responsibility To The Public

- Strive to keep the public informed about and interested in the educational program of the public schools.
- Perform the duties of citizenship and, within his/her ability, participate in community activities.