



Code of Conduct Policy 2024-2025

**Applies to all Everett PTSA Council 7.3 Volunteers,
Including Board of Directors, Committee Chairs, and Committee Members**

The Everett PTSA Council 7.3 Board of Directors has established the following as the standards of conduct that board members, committee chairs, committee members, and other volunteers expect from each other.

Integrity

- I will act and speak with honesty and care for others.
- I will keep confidential matters confidential.
- I will display ethical behavior, endeavoring to do no harm to others or our association.
- I will maintain balance and perspective by committing only to what I know I can deliver.
- I will ask for help from my fellow board members if I feel I have taken on too much.

Respect

- I ensure all viewpoints are heard and given due consideration.
- I value those I work with and will approach others with a positive attitude and good faith.
- I avoid gossip and address issues appropriately with those who are best equipped to address or solve an issue.

Inclusivity

- I will ensure each person is allowed an opportunity to share perspective for each discussion or planning session.
- I commit to being equitable when planning or promoting activities for our local PTAs that our council represents.

Commitment

- I believe in the mission, vision, and value of PTA.
- I will give my best to my role to fulfill my obligation to the association, my fellow board members and our membership.
- I will demonstrate loyalty to our association and my fellow board members.
- I will respond to others in a timely fashion.
- I will be prepared for meetings and informed on issues that affect our association.

Collaboration

- I will work with my fellow board members in a cooperative manner.
- I realize that I may have assets that others may not have; I will use these assets to enrich any project on which I am working.
- I realize that others may have assets that I do not; I will not let this make me feel inadequate and will work to develop the team.

Accountability

- Having been elected or appointed to this position, I expect to do my work according to standards.
- I am willing to be trained for my position and will bring my interest and attention to it.

Pioneering

- I am adaptable and flexible when change is called for.
- I will work with an open mind and will be open to new opportunities and creative ideas.
- I will look for new opportunities for the growth and improvement of the association.

These standards will be reviewed annually at the board retreat, and board members will be asked to sign a written agreement to adhere to these standards as follows: By signing this document, I commit to adhering to the standards of conduct established for all members of the Everett PTSA Council 7.3 Board of Directors.

Signature of Volunteer

Date