

## MT PTA Ethics Code of Conduct Policy

The personal conduct of the Board members of the Montana PTA governance structure directly affects the image of Montana PTA. Therefore, each member shall:

- Recognize that the chief function of Montana PTA is to serve the best interests of children and youth.
- Support the Vision, Mission, Values and Purposes of the Montana PTA.
- Be knowledgeable about Montana PTA's Bylaws, Local and Council Bylaws, Policies and Procedures Manual, programs, finances, and management.
- Comply with Montana PTA's Bylaws and the Policies and Procedures Manual.
- Abide by and support publicly all positions and decisions of Montana PTA's board of directors.
- Prioritize organizational goals over personal goals when making board decisions at all times.
- Conduct all organizational and operational duties with professional competence, fairness, impartiality, honesty, efficiency, and effectiveness while demonstrating the highest standards of personal integrity.
- Exercise discretion, sensitivity, and sound judgment in discussing Montana PTA matters, protecting all privileged or confidential information.
- Exemplify responsiveness and open communication in fulfilling the duties and responsibilities as assigned.
- Avoid promotion of or profit from any activity in conflict with the mission and policies of National PTA.
- Exhibit nonpartisan conduct while serving within the Montana PTA governance structure.
- The Montana PTA will promote inclusiveness and its board, staff and volunteers reflect diversity in order to enrich its programmatic effectiveness.
- The Montana PTA Board regularly will review program effectiveness and have mechanisms to incorporate lessons learned into future programs.
- The Montana PTA Board will manage their funds responsibly and prudently.
- I will immediately notify the president or committee chair in writing should an actual or potential conflict of interest arise with respect to any subject requiring action by the Board of Directors of the Montana PTA, any of its committees, or task forces. Additionally, I shall not participate in the deliberations, shall not vote on the subject with which I have an actual or potential conflict of interest, shall not use my personal influence, and in those cases where the quorum of the meeting called for the purpose of voting on the subject has not yet been established, I understand that I shall be counted.
- If I am excluded from voting because of an actual or potential conflict of interest, I will briefly state the nature of the conflict to the Board and will answer pertinent question of other Directors. I will also leave the meeting temporarily if so requested by the Board while the subject is debated and voted upon. I understand that the minutes of the meeting shall reflect that a disclosure was made, that I abstained from voting.
- I am bondable. (If I do not understand this statement, I will contact the Montana PTA office)