

GBEB—Staff Conduct

Upholding the Law

A professional educator abides by all federal, state, and local laws and statutes.

Unethical conduct may include the conviction of any felony or misdemeanor offense as defined by Section 18-110 and Section 18-111, Idaho Code. All infractions (traffic) as defined by section 18-113a, Idaho Code, are excluded.

Use of Alcohol/Drugs

A professional educator refrains from the abuse of alcohol or drugs during the course of professional practice. Unethical conduct includes but is not limited to:

- Being on school premises or at any school sponsored activity, home or away, involving students while possessing, using or consuming illegal or unauthorized drugs;
- Being on school premises or at any school sponsored activity, home or away, involving students while possessing, using, or consuming alcohol;
- Inappropriate/illegal use of prescription medications on school premises or at school-sponsored events, home or away;
- Inappropriate or illegal use of drugs or alcohol that impairs the individual's ability to function; and,
- Possession of an illegal drug as defined in Idaho Code, chapter 27, Uniform controlled substances.

Honesty and Integrity

A professional educator exemplifies honesty and integrity in the course of professional practice. Unethical conduct includes but is not limited to:

- Fraudulently altering or preparing materials for licensure or employment;
- Falsifying or deliberately misrepresenting professional qualifications, degrees, academic awards, and related employment history when applying for employment and/or licensure;
- Failure to notify the state:
 - at the time of application for licensure of past revocations or suspensions of a certificate/license from another state;
 - of past criminal convictions at the time of application for licensure;
- Falsifying, deliberately misrepresenting, or deliberately omitting:
 - information regarding the evaluation of students and/or personnel, including improper administration of any standardized tests (changing test answers; copying or teaching identified test items; unauthorized reading of the test to students, etc.);

- reasons for absences or leaves;
- information submitted in the course of an official inquiry and/or investigation; and,
- material information on an official evaluation of colleagues.

Public Funds

A professional educator entrusted with public funds and property honors that trust with a high level of honesty, accuracy, and responsibility. Unethical conduct includes but is not limited to:

- Misusing, or unauthorized use of, public or school-related funds or property;
- Failing to account for funds collected from students or parents;
- Submitting fraudulent requests for reimbursement of expenses or for pay;
- Co-mingling of public or school-related funds in personal bank account(s);
- Using school computers for use in a private business;
- Using school computers to deliberately view or print pornography; and,
- Deliberate use of poor budgeting/ accounting practices.

Confidentiality of Student and Employee Records

A professional educator complies with state and federal laws and local school board policies relating to the confidentiality of student and employee records, unless disclosure is required or permitted by law. Unethical conduct includes but is not limited to:

- Sharing of confidential information concerning student academic and disciplinary records, personal confidences, health and medical information, family status and/or income, and assessment/testing results with inappropriate individuals or entities; and,
- Sharing of confidential information about colleagues obtained through employment practices with inappropriate individuals or entities.

Contractual Obligations

A professional educator fulfills all terms and obligations detailed in the contract with the local board of education or education agency for the duration of the contract. Unethical conduct includes but is not limited to:

- Abandoning any contract for professional services without the prior written release from the contract by the employing school district or agency;
- Willfully refusing to perform the services required by a contract; and,
- Abandonment of classroom or failure to provide appropriate supervision of students at school or school-sponsored activities to ensure the safety and well-being of students.

Reporting Ethical Violations

A professional educator reports breaches of the code of ethics for Idaho professional educators and submits reports as required by Idaho Code. Unethical conduct includes but is not limited to:

- Failure to comply with Idaho Code section:
 - 33-1208a (reporting requirements and immunity);
 - 16-1605 (reporting of child abuse, abandonment or neglect);
 - 33-512B (suicidal tendencies and duty to warn); and,
- Having knowledge of a violation of the Code of Ethics for Idaho Professional Educators and failing to report the violation to the Administrator.

Just and Equitable Treatment of Others

A professional educator ensures just and equitable treatment for all members of the profession in the exercise of academic freedom, professional rights and responsibilities while following generally recognized professional principles. Unethical conduct includes but is not limited to:

- Any conduct that seriously impairs the certificate holder's ability to teach or perform his or her professional duties;
- Committing any act of harassment toward a colleague;
- Conduct that is offensive to the ordinary dignity, decency, and morality of others;
- Failure to cooperate with the professional Standards Commission in inquiries and/or investigations or hearings;
- Using institutional privileges for the promotion of political candidates or for political activities, except for local, state or national education association elections;
- Deliberately falsifying information presented to students.
- Willfully interfering with the free participation of colleagues in professional associations; and,
- Taking inappropriate pictures (digital, photographic or video) of colleagues.

References *Code of Ethics for Idaho Professional Educators*
Idaho Code §§18-110; 18-111; 18-113a; 27; 33-512b, 1201, 1208a, 1209; and
16-1605