

Energy Institute High School PTO

Code of Conduct

The EIHS PTO believes that participation in the PTO is an important and integral part of the total school program. It is our belief that the core ingredients of character should be displayed when interacting with faculty and students via these core ethical values: trust, respect, responsibility, fairness, caring, and teamwork.

To that end:

- 1) PTO Volunteers have an expectation to treat others with dignity and respect. As members of the PTO our behavior is reflective on the PTO and our school community.
- 2) PTO Volunteers are to be fair and will not show preferential treatment in their volunteer roles.
- 3) PTO Volunteers shall not in the performance of their duties by words or conduct demonstrate prejudice or bias based on race, sex, religion, age, disability, national origin, or sexual orientation, and will not allow members of their committee or those under their influence to do so.
- 4) PTO Volunteers shall not take advantage of their relationship with staff or students for personal advantage.
- 5) PTO Volunteers will be faithful to the educational and character-development goals of the school and assure that these objectives are not compromised.
- 6) PTO Committees are where details of a particular effort are discussed. This can take place in face-to-face meetings or group emails. Each member of the committee should be given the opportunity to express their point and advocate for their position. However, once everyone has spoken and a vote is made, the committee will move forward with the majority opinion.
- 7) PTO General Meetings are held to review and approve minutes, review the financials, hear guest speakers, address new and old business, and hear committee updates from the various chair-people or their representative.
- 8) If you feel a program you are involved with is not honoring this Code, it is important for you to bring your grievances to the PTO Executive Board. The PTO Executive Board will address the grievances, and with the parties involved, work to reconcile the differences. If reconciliation is unattainable, then one solution may be that those involved are asked to step off of the program.
- 9) Uncooperative, disruptive, or antagonistic behavior is not acceptable in PTO dealings whether with fellow PTO members or school staff. This type of behavior may result in losing the privilege of serving on a committee and attending meetings.
- 10) Any member having access to PTO emails must respect the privacy and confidentiality of the communication and correspondence therein.