

**CENTRAL COMMUNITY ELEMENTARY SCHOOL PAC  
CODE OF CONDUCT–STATEMENT OF UNDERSTANDING**

This Code of Conduct states general rules for maintaining high standards of conduct for all member representatives of the PAC, its Executive, and Committee Appointees.

A parent who accepts a position as a PAC representative:

1. Upholds the Constitution and Bylaws, policies and procedures of the PAC;
2. Performs duties with honesty and integrity and in the interests of the PAC;
3. Works to ensure that the well-being of students is the primary focus of all decisions;
4. Speaks and acts towards other members with respect and dignity, mindful of other members' rights and sensibilities;
5. Refrains from engaging in any behaviour that could be constituted as harassment or bullying, which is defined as any spoken and/or written words or actions by a person towards another (either isolated or repeated behaviour) that the person knew, or reasonably ought to have known would cause the other to feel humiliated, intimidated, isolated, degraded, or powerless;
6. Consults with and takes direction from the membership and Executive;
7. Encourages and supports parents and students with individual concerns to act on their own behalf, and provides information on the process for taking concerns forward;
8. Works to ensure that issues are resolved through the appropriate processes;
9. Strives to be informed and only passes on information that is reliable and correct;
10. Is in a privileged position and when approached by a parent with a concern, shall treat such discussion with discretion, respecting the confidentiality of the people involved;
11. Supports public education.

In addition, a parent who is elected as a PAC Executive Officer:

1. Is to work cooperatively to fulfil the goals of PAC, is open and honest with other Executive Officers, and shares all information relevant to PAC business at the Executive table;
2. Seeks to represent the parent perspective to all the groups in education, working to ensure that the well-being of students is the primary focus of all decisions;
3. Supports Executive decisions in spite of personal concerns or reservations;
4. Expresses concerns about proposed actions while they are under consideration, so that these may be taken into account before a decision is made. (The different perspective of a single person may help the Executive realize that a resolution may have undesirable consequences that had not been anticipated);
5. Volunteers for or is asked to join committees based on their abilities to best serve the needs of the PAC;
6. Is willing to review their work with other Executive Officers and the general membership;
7. Directs any criticism of the action of other Executive Officers to that member first, and then, if necessary, may direct the criticism in confidence to the Chairperson;

Statement of Understanding

I, the undersigned, in accepting the position of \_\_\_\_\_ of CENTRAL COMMUNITY ELEMENTARY SCHOOL PAC have read, understood and agreed to abide by this Code of Conduct. I also agree to participate in the dispute resolution process that has been agreed by the electing body, should there be any concerns about my work.

\_\_\_\_\_  
Name of Executive Officer,  
Committee Member or Representative

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Date