ETHICAL STANDARDS FOR EDUCATORS

Instructional Practices in Education and Training
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What Are Work Ethics?
Work Ethics

<table>
<thead>
<tr>
<th>Work Ethics for an Employer</th>
<th>Work Ethics for an Employee</th>
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<tr>
<td>▪ To provide a safe work environment for staff and employees</td>
<td>▪ To show up on time</td>
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<tr>
<td>▪ To treat employees with dignity and respect</td>
<td>▪ To tend to company business the whole time while at work</td>
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<tr>
<td>▪ To provide a fair wage for the services rendered</td>
<td>▪ To treat the company’s resources, equipment and products with care</td>
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<tr>
<td>▪ To handle all business transactions with integrity and honesty</td>
<td>▪ To give respect to the company by working with honesty and integrity</td>
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WHAT DO PROFESSIONAL ETHICS IN EDUCATION INCLUDE?
Ethical Standards for the Teaching and Training Profession

- Laws that affect schools and teachers come from federal, state and local authorities.
- These laws affect employment, contracts, tenure and dismissal.
Ethics at School

Teacher Ethics and Responsibility

(click on link)
Texas Educators’ Code of Ethics

The Texas educator shall comply with standard practices and ethical conduct toward students, professional colleagues, school officials, parents, and members of the community and shall safeguard academic freedom.
Texas Education Agency Code of Ethics

(click on link)
Compliance

- Individuals who are compliant within the framework of the law and lawful instructions from their school district are considered ethical educators.

- Educators must always be conscientious of all duties and responsibilities.
Follow Policies and Procedures
Non-Compliance

- Non-compliance issues may range from habitual tardiness to more serious issues such as sexual harassment or fraudulent use of the district’s monies.

- All districts handle non-compliance situations differently.
Almost every day, the news reports situations where teachers, coaches and administrators are not ethical.
Social Networking Sites

Educators in some districts have experienced problems with inappropriate communications with students, as well as inappropriate content being posted on their page by themselves or their “friends.”
Fraud and Financial Impropriety

- All employees should act with integrity and diligence in duties involving the district’s financial resources.
- All districts prohibit fraud and financial impropriety.

- Forgery
- Misappropriation of funds
- Impropriety in the handling of money
- Profiteering
- Destroying, removing or inappropriately using records or equipment
- Any other dishonest act regarding the finances of the district
What Do Professional Ethics Include?
Professional Ethics

- Professional manner
- Personal life
- Respect for resources
- Guidelines for professional ethics
Professional Manner

Professional manner includes being:

• on time
• polite
• respectful
• dependable
Personal Life

- Separate work life from private life
- Avoid discussing personal problems
- Keep personal telephone calls to a minimum
Do Not Steal or Waste Resources

- Stealing is
  - illegal
  - unethical

- Do not take items such as:
  - cash
  - property
  - office supplies
  - food
  - school supplies
GUIDELINES FOR PROFESSIONAL ETHICS
Treating people fairly
Establishing rapport
Being a cooperative team member
Dealing effectively with conflict
Helping clarify misunderstandings
Creating an environment of social interaction
Work Ethic Qualities

- Honestly
- Flexibility
- Responsibility
- Commitment and Excellence
- Teamwork
- Reliability

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Workplace ethics serve as guiding principles that effective leaders use to set the professional tone and behavior.

Behavior of employees

Wages, benefits and working conditions

Employee treatment
Questions to Keep in Mind

1. Is it fair?
   • Does it uphold the values of the organization?
   • Can I tell my decisions to my employer, my family and others?
   • How would others regard the details if made public?

2. Am I confident in my decision?
   • Will it be valid for years?
   • Is it legal?
   • Will it hurt anyone?
   • Does it positively represent the company?

3. Does it make anyone uncomfortable?
   • Does it convey respect for others?
   • Have I involved others by asking their viewpoint?
References and Resources

Images:
Microsoft Clip Art: Used with permission from Microsoft.

Textbooks:

Putting It All Together, Texas Tech Curriculum Center for FCS, 2010.

Reaching to Teach, The Texas Tech Curriculum Center for FCS, 2005.

Websites:
Code of Ethics
This website sponsored by the National Educators Association provides an overview of ethics for educators.
http://www.nea.org/home/30442.htm

Code of Ethics for Educators
This website sponsored by the American Association of Educators provides an overview of ethics for teachers.

Texas Education Agency—Code of Ethics
This site has the Code of Ethics and the Texas Administrative Code for Texas teachers.
http://ritter.tea.state.tx.us/rules/tac/index.html

Texas Education Agency
Educator Certification
http://www.tea.state.tx.us/index2.aspx?id=5830&menu_id=865&menu_id2=794

Texas Education Agency
Texas Administrative Code Part 7
References and Resources

Texas Education Agency
Texas Administrative Code Title
19 http://www.ritter.tea.state.tx.us/rules/tac/chapter066/

Texas Education Agency
Texas Administrative Code Rule
247.2 http://www.info.sos.state.tx.us/pls/pub/readtac$ex

YouTube™:
Teacher Ethics and Responsibility
Video explains educator’s ethics and responsibility.
http://youtu.be/BloG7XjeSxg

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