

Chicago Public Schools 2018 Request for Proposal to Establish New Contract School The Hope Network of Schools

HOPE Network of Schools (HNS) | School Code of Ethics

Introduction

HOPE Network of Schools Board of Directors believes that it is imperative that all Board members and employees act in the highest ethical manner to preserve the trust of the public and those who place the education of their children in our care. The successful operation and reputation of HOPE Network of Schools is built upon the principles of fair dealing and ethical conduct of our employees. Our reputation for integrity and excellence requires careful observance of the spirit and letter of all applicable laws and regulations, as well as a regard for the highest standards of conduct and personal integrity. Therefore, these ethical standards have been established to ensure the best education possible for the students that the HOPE Network of Schools serves.

The HOPE Network of Schools Code of Ethics begins with the virtue of honesty, the virtue of prudence, and the virtue of justice. These virtues create an open-heartedness. Open heartedness is our ability to remember that people around us have the same kinds of expectations and needs as we do. Open-heartedness is mindfulness, caring, and respect for others. It is to know and to treat other people as people, every member of the learning community: students, parents, co-workers, the HOPE Network of Schools Board of Directors, administrators, the community at large, and funders.

The virtue of honesty helps one to avoid conflict of interest and not to use his or her professional association for personal gain. The virtue of prudence helps one to avoid even the appearance of conflicts of interest. And the virtue of justice ensures that each employee treat all members of the learning community with fairness. These virtues help to create a culture of caring and respect for HOPE Network of Schools students and other members of the learning community.

Authority and Purpose

This HOPE Network of Schools Board of Directors Code of Ethics Policy is created pursuant to the authority granted in the Illinois School Code contained in Public Act 89-15. The purpose of this policy is to promote public confidence in the integrity of the HNS Board of Directors and its employees.

Fiduciary Duty

The HOPE Network of Schools employees owe a fiduciary duty to the HOPE Network of Schools Board of Directors, the taxpayers of the City of Chicago, the State of Illinois, and families of the students that they serve.

Expectation Regarding Students

Students are our gift and treasure; they are entrusted into our care. It is the expectation of the HOPE Network of Schools Board of Directors that school personnel provide a safe and healthy learning environment for each child. School personnel are responsible for creating a safe, civil, and respectful learning environment where students can gain the knowledge and interpersonal skills they need to succeed. It is also the expectation of the HOPE Network of Schools Board that school is a place of justice for students: that students are treated fairly and justly and that they learn about equality. Students should also learn about the importance of respecting themselves and the rights of others.

Expectation Regarding Parents and Community

It is the expectation of the HOPE Network of Schools Board of Directors that parents, families, and the community members are treated as our partners in the educational process. Each are welcomed into

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the school and must be treated with dignity and respect. School personnel are expected to listen and respond to the needs of parents/families, promote positive relationships, and keep them informed on the progress of their child. Employees are expected to engender the respect of families and the community through a love for students, positive language and helpful action; to be honest, truthful, and fair; to accept the responsibility for mistakes; and to learn from the ideas of others.

Use of HOPE Network of Schools Property and Funds

HOPE Network of Schools property shall only be used for specified purposes. No employee shall engage in or permit the misuse of HOPE Network of Schools property or funds.

Conflict of Interest

Employees or officials shall not in any way attempt to use their position to influence any HOPE Network of Schools Board decision or action in which they have any direct or indirect economic interest distinguishable from that of the general public.

Offering, Receiving and Soliciting Gifts, Loans or Favors

No person shall give any official or employee and none of them shall solicit or accept any anonymous gift. No person shall give any official or employee and none of them shall accept anything of value, including but not limited to gifts, favors, loan or promise of future employment, based upon any mutual understanding, either explicit or implicit, that the votes, official actions, decisions or judgments of any official or employee concerning the business of the Board would be influenced thereby. It shall be presumed that a non-monetary gift having a value of less than \$100 does not involve such an understanding. Any amount above \$100 should be turned over to HOPE Network of Schools and added to its inventory.

Nepotism

Employment of relatives is not prohibited by HOPE Network of Schools, provided the following conditions are met: the applicant is qualified for the position; and the personal relationship will not adversely affect the workflow or processes of the organization. Salaries, hours, benefits, career progress and all conditions of employment for all employees are determined according to guidelines established by the HOPE Network of Schools Board of Directors.

Conflicts of Interest

No employee shall attempt to influence the HOPE Network of Schools Board of Directors where he or she has an economic interest in the outcome of the decision. No employee shall accept anything of value based upon a mutual understanding that such gift will impact any decision made by the HOPE Network of Schools Board of Directors or its administrators. It shall be presumed that a non-monetary gift having a value of less than \$50 does not involve such an understanding. Any person receiving a gift with value of more than \$50 shall turn it over to the Chief Financial Officer, who shall add the gift to the inventory of HOPE Network of Schools property.

Use or Disclosure of Confidential Information

No current or former employee shall use or disclose, other than in the performance of their official duties and responsibilities, confidential information gained in the course of or by reason of his or her position or employment.

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Secondary Employment

No employee may engage in any secondary employment that is in conflict with the duties or demands of his or her HOPE Network of Schools employment.

Potential Penalties for Violation of the Code of Ethics

Employees are subject to discipline up to and including dismissal for violation of the HOPE Network of Schools Code of Ethics.