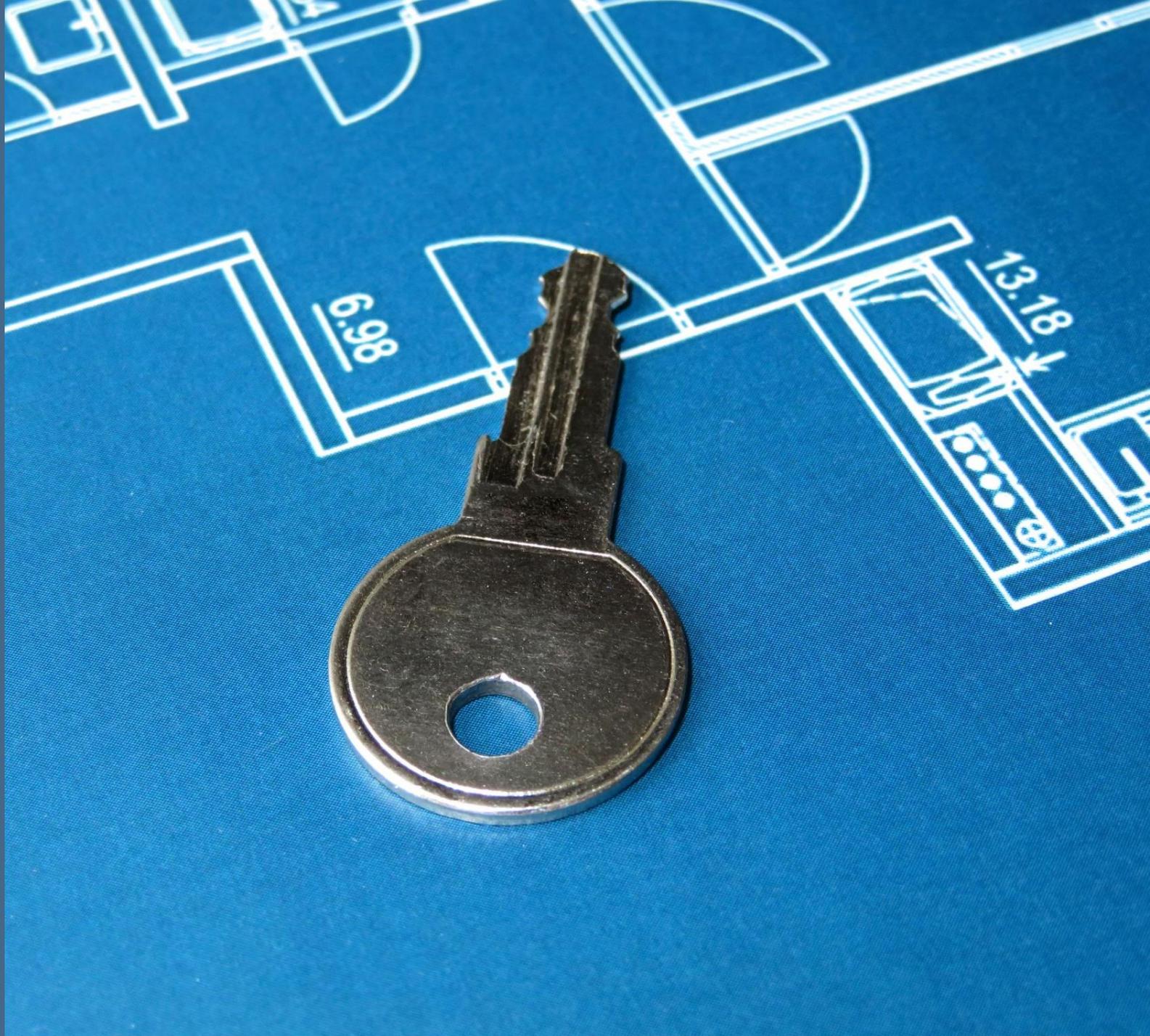


**Kenai Peninsula
Borough School
District
Ethics Overview**



- ▶ “Kenai Peninsula Borough School District administration appreciates the effort and commitment our professional staff members make to ensure the best educational experience for our students. This information serves as a reminder of guidelines to be used when communicating verbally and electronically with all of our students. Thank you for everything you do.”

*-Clayton Holland,
Superintendent*

Connecting With Students

Mandatory Reporting

➤ In order to protect children whose health and well-being may be adversely affected through the infliction, by other than accidental means, of harm through physical injury or neglect, mental injury, sexual abuse, sexual exploitation, or maltreatment, the legislature requires the reporting of these cases by school staff members of public and private schools. It is not the intent of the legislature that persons required to report suspected child abuse or neglect under this chapter investigate the suspected child abuse or neglect before they make the required report to OCS. Reports must be made when there is a reasonable cause to suspect child abuse or neglect in order to make state investigative and social services available in a wider range of cases at an earlier point in time, to make sure that investigations regarding child abuse and neglect are conducted by trained investigators, and to avoid subjecting a child to multiple interviews about the abuse or neglect. Protective services will be made available to:

- 1. Prevent further harm to the child
- 2. Safeguard and enhance the general well-being of children in this state
- 3. Preserve family life unless that effort is likely to result in physical or emotional damage to the child

Remember to:

- Immediately notify your site administrator, OCS, and other agencies as appropriate
- Document, document, document!



Social Media

School-based social sites such as Facebook, Twitter, Instagram, Pinterest, and so forth must have building and district-level approval and access

Consider the professional implication of what your personal social media conveys

Use discretion when allowing students to connect with your personal social media

Privacy settings do not ensure confidentiality

All district communications (even deleted correspondence) may be subject to administrator or public review



Electronic Communications

Content should **ONLY** be for educational and district-related purposes

Apprise your building principal, parents, and guardians about how you will communicate with students

Only use apps that permanently track sent and received messages. For example, “Snap Chat” is not an appropriate resource to communicate with students

Be aware of time of the day you communicate with students

Be sure information is clearly stated and would be viewed as appropriate if read as a standalone message



Title IX



You are the District's eyes and ears when it comes to matters of harassment, discrimination and bullying. Your responsibility is to report questionable behavior to your school's case manager or to the police if you have a reasonable suspicion of child abuse. If you have been made aware that harassment, discrimination or bullying may be occurring, you have an obligation to report this to your administrator on Form A.

If you are unclear about your responsibilities related to Title IX, please visit the KPBSD Title IX webpage or contact the Title IX Coordinator.

Situational Awareness and Procedures

- ▶ Students who are under your care must be supervised at ALL times
- ▶ If a student is struggling with a personal issue, refer him or her to the appropriate resource (school counselor, outside agency)
- ▶ Work with students in highly visible environments, except as may be required to safeguard student privacy or confidentiality
- ▶ Secure district and parental approval regarding all school-sponsored activities, including school activities occurring off school property
- ▶ Ensure appropriate inspections, reviews and documentation are completed prior to off-site events, such as field trips or sporting events
- ▶ Immediately report to your supervisor any situation that may potentially lead to allegations of misconduct or misunderstanding
- ▶ Hugs are a common occurrence, especially at the elementary level. Use developmentally and age-appropriate guidelines to direct your actions
- ▶ Do not engage in activities that may reasonably raise concerns as to propriety or are directed towards developing a relationship with a student beyond the recognized boundaries of a teacher-student relationship regardless of the student's age
- ▶ Do not place yourself in situations which could be construed as posing a risk to the student or facilitating an inappropriate relationship with students
- ▶ Be sure that your interactions in the community reflect a high level of professionalism

Professional Teaching Practices Commission

- The [Professional Teaching Practices Commission's \(PTPC\)](#) intent is to serve as a preventative and positive force in helping enhance the professional performance of all educators so that the public's right to the best education possible for all of Alaska's students is adequately protected.
- In 1966, the education profession in the state of Alaska was granted the right and responsibility to define and to enforce ethical standards of its members. The Alaska Legislature established and empowered a nine-member commission to impose sanctions against the certificates of educators who engage in illegal, immoral, or unethical conduct.
- [20 AAC 10.020](#). CODE OF ETHICS AND TEACHING STANDARDS. (a) The following code of ethical standards governs an individual holding a teaching, administrative, or special services certificate issued under 4 AAC 12, an individual authorized as a student teacher under 4 AAC 30.020, and all other members of the teaching profession. A violation of this section is grounds for discipline as provided in [AS 14.20.030](#).

PTPC- continued



(b) In fulfilling obligations to students, an educator: (1) repealed 10/25/2000; (2) may not deliberately distort, suppress, or deny access to curricular materials or educational information in order to promote the personal view, interest, or goal of the educator; (3) shall make reasonable effort to protect students from conditions harmful to learning or to health and safety; (4) may not engage in (A) physical abuse of a student or sexual conduct with a student and shall report to the commission knowledge of such an act by an educator; or (B) sexual conduct with a former student whom the educator taught, supervised, or exercised authority over, including in coaching or other school-sponsored activity; the restrictions against sexual conduct in this subparagraph apply to an educator for one year after the student has graduated from or ceased to attend high school, and an educator shall report to the commission knowledge of such an act by an educator; (5) may not expose a student to unnecessary embarrassment or disparagement; (6) may not harass, discriminate against, or grant a discriminatory advantage to a student on the grounds of race, color, creed, sex, national origin, marital status, political or religious beliefs, physical or mental conditions, family, social, or cultural background, gender identification, or sexual orientation; shall make reasonable effort to assure that a student is protected from harassment or discrimination on these grounds; and may not engage in a course of conduct that would encourage a reasonable student to develop a prejudice on these grounds; (7) may not use professional relationships with students for private advantage or gain; (8) shall keep in confidence information that has been obtained in the course of providing professional service, unless disclosure serves a compelling professional purpose or is required by law; (9) shall accord just and equitable treatment to all students as they exercise their educational rights and responsibilities

PTPC- continued

- (c) In fulfilling obligations to the public, an educator (1) repealed 10/25/200; (2) shall take reasonable precautions to distinguish between the educator's personal views and those of any educational institution or organization with which the educator is affiliated; (3) shall cooperate in the statewide student assessment system established under [4AAC 06.710-4 ACC 06.790](#) by (A) safeguarding and maintaining the confidentiality of test materials and information; and (B) adhering to all written rules, policies, procedures, and other requirements established by the department regarding the administration and operation of the statewide student assessment system as set out in 4 AAC 06.761 (test administration) and 4 AAC 06.765 (test security; consequences of breach); (4) repealed 10/25/2000; (5) may not use institutional privileges for private gain, to promote political candidates, or for partisan political activities; (6) may not accept a gratuity, gift, or favor that might influence or appear to influence professional judgment, and may not offer a gratuity, gift, or favor to obtain special advantage; (7) may not knowingly withhold or misrepresent material information in communicating with the school board regarding a matter before the board for its decision; and (8) may not use or allow the use of district resources for private purposes not related to the district programs and operation.

PTPC- continued

- (d) In fulfilling obligations to the profession, an educator (1) may not, on the basis of race, color, creed, sex, age, national origin, marital status, political or religious beliefs, physical condition, family, social or cultural background, gender identification, or sexual orientation, deny to a colleague a professional benefit, advantage, or participation in any professional organization, and may not discriminate in employment practice, assignment, or personnel evaluation; (2) shall accord just and equitable treatment of all members of the teaching profession as set out in AS 14.20.370 in the exercise of their professional rights and responsibilities; (3) may not use coercive means or promise special treatment in order to influence professional decisions of colleagues; (4) may not sexually harass a fellow employee; (5) shall withhold and safeguard information acquired about colleagues in the course of employment, unless disclosure serves a compelling professional purpose; (6) shall provide, upon the request of the affected party, who must be a member of the teaching profession as set out in AS 14.20.370, a written statement of specific reasons for recommendations that led to the denial of increments, significant changes in employment, or termination of employment; (7) may not deliberately misrepresent the educator's or another's professional qualifications; (8) repealed 10/25/2000; (9) may not falsify a document, or make a misrepresentation on a matter related to (A) licensure; (B) employment, including an employment application; (C) employment evaluation; (D) test results; or (E) professional duties;

PTPC- continued



(10) may not intentionally make a false or malicious statement about a colleague's professional performance or conduct; (11) may not intentionally file a false or malicious complaint with the commission; (12) may not seek reprisal against any individual who has filed a complaint, provided testimony or given other assistance in support of a complaint filed with the commission; (13) shall cooperate fully and honestly in investigations and hearings of the commission; (14) repealed 10/25/2000; (15) may not unlawfully breach a professional employment contract; (16) shall conduct professional business through appropriate channels; (17) may not assign tasks to unqualified personnel; (18) may not continue in or seek professional employment while unfit due to (A) use of drugs or alcohol that impairs the educator's competence or the safety of students or colleagues; (B) physical or mental disability that impairs the educator's competence or the safety of students or colleagues; (19) may not interfere with a colleague's exercise of political or citizenship rights and responsibilities.

PTPC- continued

- ▶ [20 AAC 10.035](#). MORAL TURPITUDE. For the purpose of AS 14.20.030(a)(2), (1) “moral turpitude” means conduct that is wrong in itself even if no statute were to prohibit the conduct; and (2) a crime involving moral turpitude includes (A) homicide; (B) manslaughter; (C) assault; (D) stalking; (E) kidnapping; (F) sexual assault; (G) sexual abuse of minor; (H) unlawful exploitation of a minor; (I) robbery; (J) extortion; (K) coercion; (L) theft; (M) burglary; (N) arson; (O) criminal mischief; (P) forgery; (Q) criminal impersonation; (R) bribery; (S) perjury; (T) unsworn falsification; (U) interference with official proceedings; (V) witness tampering; (W) jury tampering; (X) terroristic threatening; (Y) possession or distribution of child pornography; (Z) unlawful distribution or possession for distribution of a controlled substance; (AA) unlawfully furnishing alcohol to a minor; (BB) felony possession of a controlled substance; (CC) unlawfully furnishing marijuana or products containing marijuana to a minor.

Resources

If you need more information or have questions, please contact your building principal or the KPBSD Executive Director of Human Resources.

- ▶ Online links with additional information:
- ▶ [BP 1114 Communication Using Electronic Media](#)
- ▶ [BP 6161.4 Acceptable Use Policy-](#)
- ▶ [AR 6161.4 Acceptable Use Policy- Internet Safety Policy](#)
- ▶ [BP 4119.11 Sexual Harassment](#)
- ▶ [BP 4119.21 Code of Ethics](#)
- ▶ [BP 5030 School Discipline and Safety](#)

[BP 5137 Positive School Climate](#)

[NEA Code of Ethics](#)

[PTPC Handbook](#)

[PTPC Contractual Obligations](#)

[AS 47.17.020 Persons Required to Report](#)

[OCS Standards & Practices Handbook](#)

Office of Children's Services

Homer: 907-235 -7114

Kenai: 907-283 -3136

Seward: 907-224 -5236