



POLICY

Title: PRESIDENT CODE OF ETHICS	Code: A0203
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It shall be the duty of the President to comply with Wisconsin Statutes with respect to the proper and appropriate conduct of the position. In keeping with the district's goals to develop quality educational programs consistent with its philosophy and objectives that lead to gainful employment of students, the President:

1. Shall perform all mandatory, nondiscretionary, and ministerial duties of his or her position within the time and in the manner required by law.
2. Shall devote full attention to his or her duties, uphold the law, and conduct district business with fairness, integrity, and professionalism, with full regard to the public trust of the office.
3. Shall never act in excess of lawful authority or District Board policy or commit an act forbidden by law within his/her official capacity.
4. Shall not, by act of commission or omission, in his/her capacity as an employee of this district exercise a discretionary power in a manner inconsistent with the duties of his/her position or the rights of others or with the intent to obtain a dishonest advantage for themselves or for another.
5. Shall not in his/her capacity as an employee make an entry in an account or record book or return, certificate, report, or statement which in a material respect he/she intentionally falsifies.
6. Shall not under color of his/her position as a district employee intentionally solicit or accept for the performance of any service or duty anything of value including not limited to any gift, loan, favor, or service given for the purpose of influencing him/her in the discharge of official duties.
7. Shall not use district property, facilities, or resources for strictly private or personal gain for themselves, or family.
8. Shall not use confidential information for their personal gain or benefit or that of family.
9. Shall endeavor to meet all the requirements of state and federal law and regulations pertaining to education including the regulations of the Wisconsin Technical College System Board.



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10. Shall observe policies of this District Board that are pertinent to the President.
11. Shall act in what is, in his/her opinion, conceived to the best interest of the citizens of the entire district. Similarly, shall grant no special considerations or treatment to any citizen beyond that which is available to every other citizen.
12. Shall utilize all due diligence in carrying out the directives of the District Board.
13. Shall not participate either directly or indirectly in purchase for personal use for less than full value utilizing discounts allowed to the district.
14. Nothing in this policy shall deny an employee the rights of a citizen under the Constitution of the United States of America, Constitution of the State of Wisconsin, Wisconsin Statutes, or any other bona fide regulations of this state.
15. In the event an action is brought against the President for violation of this policy, the District Board may consider any and all appropriate discipline, including discharge.

In addition to the previous provisions, the President shall remove him/herself from consideration on any matter before the District Board, which does or could result in personal financial gain for him/herself or family except as allowed in Wis. Stats. § 946.13, or as otherwise permitted by law. The President shall use due diligence to be apprised of the details and scope of the business of the district so as to refrain from considerations where a conflict or any unresolved potential of interest may exist.

The President is responsible for establishing a code of ethics for all employees of the district.