

FRUITLAND SPECIAL SERVICE DISTRICT

CODE OF CONDUCT POLICY FOR BOARD MEMBERS AND EMPLOYEES

I. Purpose

The Fruitland Special Service District (FSSD) is committed to maintaining a professional, respectful, and ethical environment in all district operations. This policy establishes clear expectations for board members and employees to uphold the integrity and reputation of the district. All individuals representing FSSD are expected to conduct themselves professionally in all settings, including board meetings, job sites, and community interactions.

This policy is designed to prevent unprofessional behavior, gossip, and negative public discourse that can undermine the district's credibility and effectiveness.

II. Scope

This policy applies to:

- Board members
- Employees (full-time, part-time, and contracted staff)
- Volunteers and any individuals representing the district

III. Standards of Conduct

1. Professional Behavior in Meetings

All district meetings, including board meetings and public hearings, must be conducted with professionalism and respect. Individuals must:

- Adhere to proper meeting protocols and respect the authority of the presiding officer.
- Speak in a courteous and respectful manner to colleagues, employees, and the public.
- Refrain from interruptions, personal attacks, or disruptive behavior.

Disagreements should be handled in a civil and constructive manner. Debate on district matters is encouraged, but personal conflicts should not interfere with the business of the district.

Unprofessional conduct, including yelling, arguing, or making derogatory remarks, will not be tolerated. Board members and employees are expected to uphold the decorum necessary for productive and respectful discussions.

2. Professionalism at Job Sites

Board members and employees must:

- Interact with contractors, employees, and community members in a professional and courteous manner.
- Follow all applicable safety and professional protocols.
- Represent the district in a manner that reflects positively on its operations and leadership.

Unprofessional conduct, such as interfering with work, making negative public comments, or engaging in unproductive disputes, is unacceptable. Any concerns about construction projects or other district activities should be addressed through proper channels rather than in informal or public settings.

3. Conduct in the Community

Board members and employees serve as representatives of FSSD at all times and are expected to:

- Maintain confidentiality regarding sensitive district matters.
- Present a professional image of the district in conversations with residents and stakeholders.
- Direct any public concerns or complaints through the appropriate district channels.

Negative or misleading comments about district operations, board members, or employees can be detrimental to the district's reputation and effectiveness. Public concerns should be addressed through board meetings or appropriate district personnel rather than through informal discussions or community gossip.

IV. Social Media and Public Communication

Board members and employees must:

- Use social media responsibly and refrain from posting negative or confidential district-related content.
- Ensure that any public statements accurately reflect district policies and decisions.

- Unauthorized or inappropriate public statements, particularly on social media, can harm the district's reputation and credibility. Any concerns regarding district operations should be addressed through formal district channels.

V. Reporting and Enforcement

Any violations of this policy should be reported to the Board Chair. The board will review reports of misconduct and take appropriate action, which may include:

- A verbal or written warning
- Temporary suspension from meetings or district activities
- Removal from a board position for repeat or serious offenses
- Termination of employment for employees found to be in violation of the policy

Decisions regarding disciplinary actions will be made in accordance with district policies and applicable regulations.

VI. Acknowledgment and Compliance

All board members and employees must sign an acknowledgment form indicating they have read and understand this policy. Compliance with these standards is a condition of serving as a board member or employee of the district.

VII. Conclusion

Maintaining professionalism, respect, and integrity is essential to the success of the Fruitland Special Service District. By adhering to this policy, board members and employees contribute to a positive and productive working environment that benefits the district and the community it serves.