

## **Central Valley PTA Volunteer Code of Conduct**

### **Date Adopted: August 2024**

Participation as a volunteer in any Central Valley PTA activity or event is subject to the observance of this Volunteer Code of Conduct.

#### **MISSION STATEMENT**

To make every child's potential a reality by engaging and empowering families and communities to advocate for all children.

#### **RELATIONSHIP WITH OUR SCHOOLS**

Our PTA partners with our school's staff and administrators to achieve many of the PTA's goals. When PTA volunteers are present in the schools, they are guests of the school and must adhere to all school policies and procedures. This includes having updated clearances every THREE years.

#### **BEHAVIOR**

Our PTA is an all-volunteer organization. It is also considered a business due to our status as a non-profit organization. As such, all PTA Board members, committee chairs, and volunteers will conduct themselves in a professional manner. We earn credibility with our community by keeping our commitments, acting with honesty and integrity, and pursuing our organization goals solely through honorable conduct. A volunteer can demonstrate these values by following a few simple rules:

1. A volunteer will act in a professional and civil manner in their relations with students, staff, and other volunteers.
2. A volunteer will remember that they are a helper in the school and will work cooperatively and under the direction of those in charge.
3. A volunteer must contact the chairperson or co-chair directing the activity if they are unclear about roles or expectations or when help is needed.
4. A volunteer will maintain confidentiality with respect to students, staff, and the school. This includes posting pictures of students on social media. If you wish to post student photos, please cover the faces of students that you are unsure if the parent/guardian wants their photo on social media platforms.
5. A volunteer will use their cell phone in moderation as not to disrupt the activities and flow of an event, and to set a good example for the students. (We know there are emergencies and instances when phones need to be checked.)
6. A volunteer will stay in their assigned area unless they have received permission from the building secretary or principal to visit another location.

#### **ETHICAL CONCERNS AND CONFLICT RESOLUTION**

If any volunteer feels a person is not honoring the code stated above, please reach out to your current PTA President (Cassy Stone [president.cvpta@gmail.com](mailto:president.cvpta@gmail.com)).

Our PTA will not tolerate any form of bullying or harassment. If the PTA Executive Board recognizes a problem, we will follow the process outlined in our standing rules and by-laws to resolve the problem.

**BY BECOMING A CV PTA MEMBER, YOU ACKNOWLEDGE RECEIPT OF THE CODE OF CONDUCT AND THEREFORE AGREE TO FOLLOW THE RULES OUTLINED.**