



DISTRICT NORMS

Delano Joint Union High School District

The DISTRICT NORMS outlines the guiding principles and expected behaviors for all DJUHSD employees.

As members of our District team of education professionals, all District employees have a responsibility to perform all assigned duties in a manner that is consistent with these norms, modeling high standards in order to provide a positive example for all other District employees.

I. We exist to serve.

The District exists to serve the community. Our attitudes will reflect an ethic of service.

II. We will treat all persons with fairness, dignity, and respect.

We will treat each other and those we serve with fairness, dignity, and respect at all times. When we disagree, we will do so in a professional manner, and we will not personalize our disagreements. If at any time we have any concerns regarding the job performance of any District employee, we will notify our supervisor and request a meeting to express our concerns in a confidential (i.e., behind closed doors) setting.

III. We will comply with District policies.

We will strictly comply with all established District policies.

IV. We will maintain confidentiality.

We will maintain the confidentiality of all District records. We will not give access to District records, facilities or equipment without advance supervisory authorization.

V. We will not take advantage of our positions for personal gain.

We will not use our District position for personal or private gain, or for the gain of any private organization to which we may belong. We will not use District resources for private, non-district purposes or for purposes other than for which they were intended.

VI. We will avoid conflicts of interest.

We will not hold financial interests that conflict with the performance of our duties to the district. We will not engage in outside employment or activities that conflict with our official district duties.

VII. We will not accept rewards in exchange for favors.

We will not accept rewards - gifts, services, travel, entertainment, jobs for immediate family members, or other special considerations - that may give the appearance that the benefit could improperly influence District decisions.

VIII. We will report any misconduct.

We will promptly disclose to our supervisor any evidence or information that is related to alleged employee misconduct.

IX. We will not misuse our positions.

We will not use our positions to intimidate, threaten, or retaliate against any person who reports alleged misconduct.

X. We will hold each other accountable.

We understand that District employees who fail to comply with the DISTRICT NORMS may be subject to administrative discipline and/or legal action.

MISSION STATEMENT

At the **Delano Joint Union High School District**, students experience daily academic success through superior standards-based instruction. Each "professional learning community" team member is personally committed to creating a positive atmosphere of collaboration that promotes teaching and learning, a safe school environment, and comparable resources for all students.