



## Ethics Office

*Building Trust  
Inside and Out*

Ask Ethics: (866) 322-5788 [www.lausd.net/ethics](http://www.lausd.net/ethics)

Transparency

Good Governance

Integrity

# Moving Ethics Forward

*2004-2007 Strategic Plan*

Excellence

Model Conduct

**ABT Committee Meeting**

*October 28, 2004*

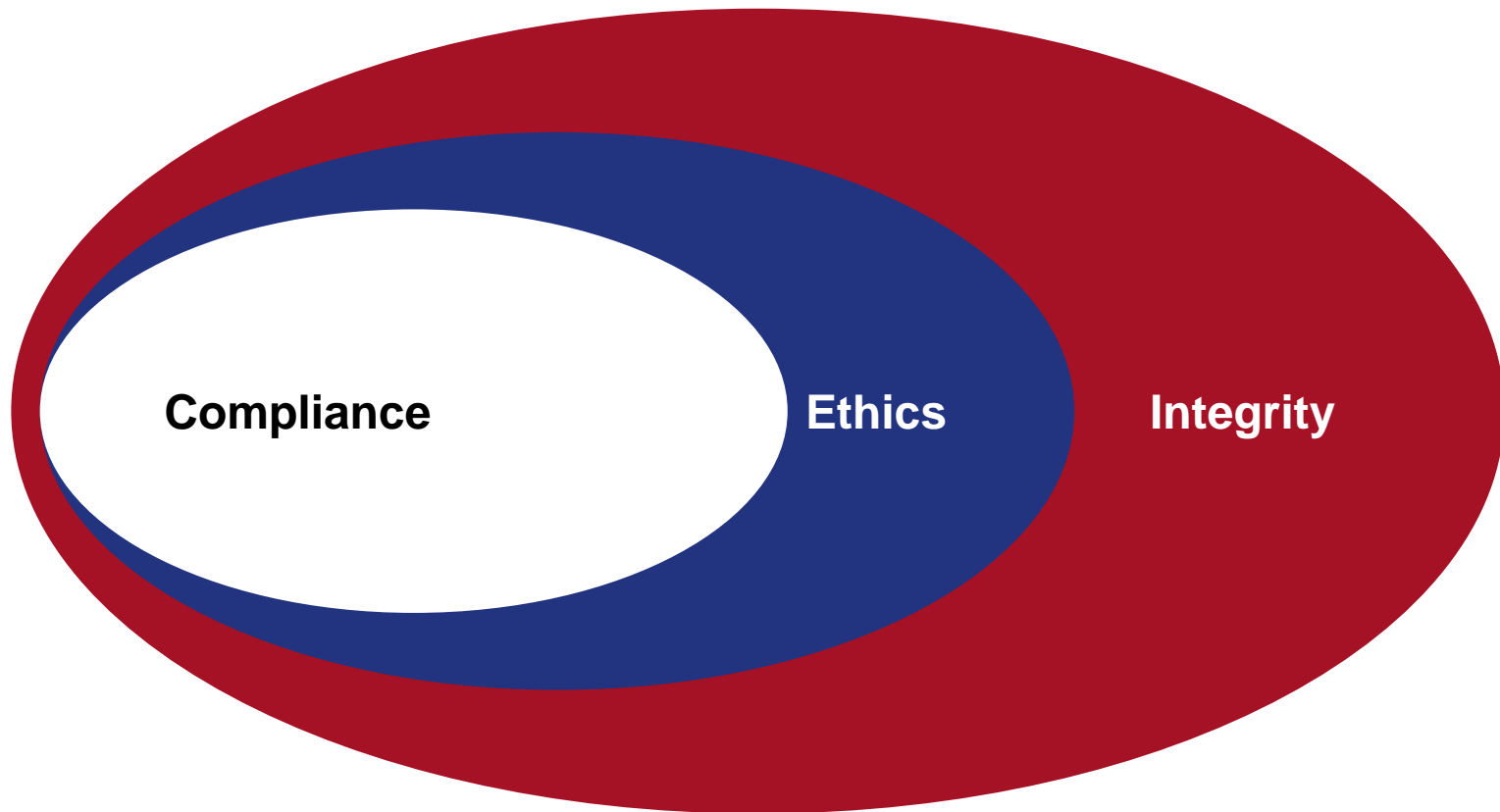
Protecting the Public Interest

Los Angeles Unified School District - Ethics Office  
333 S. Beaudry Avenue, 20th Floor • Los Angeles • California 90017  
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# Moving Ethics Forward

## Background Context

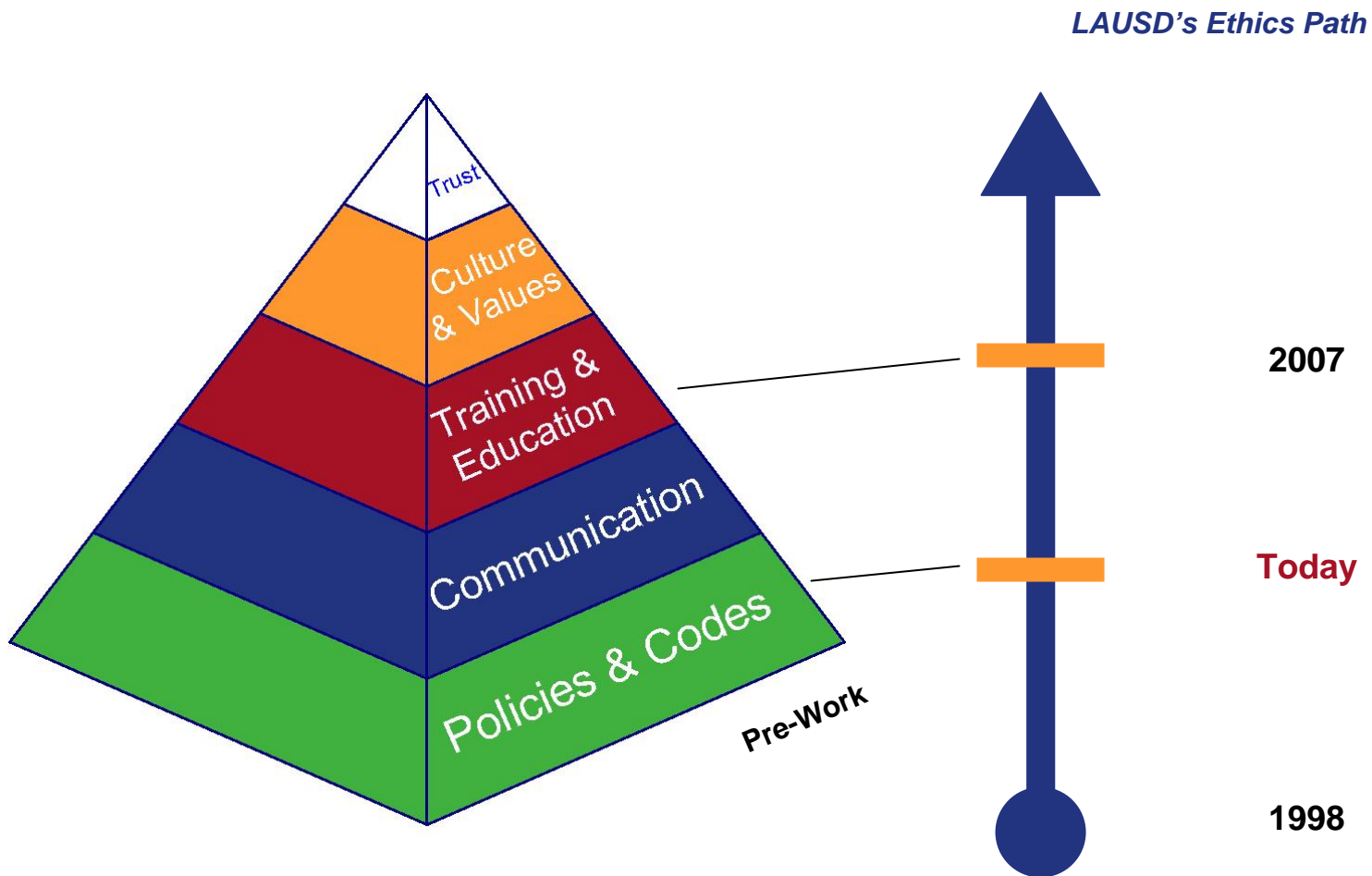
*Societal expectations demand increasingly stricter standards of conduct for organizations*



# Moving Ethics Forward

## Background Context

*A formalized ethics program supports employees in managing high standards of conduct*



***Process for Fostering Organizational Ethics***

# Moving Ethics Forward

## Background Context

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*According to a recent national survey, formalized ethics programs help employees in resisting pressures to compromise organizational standards of conduct*

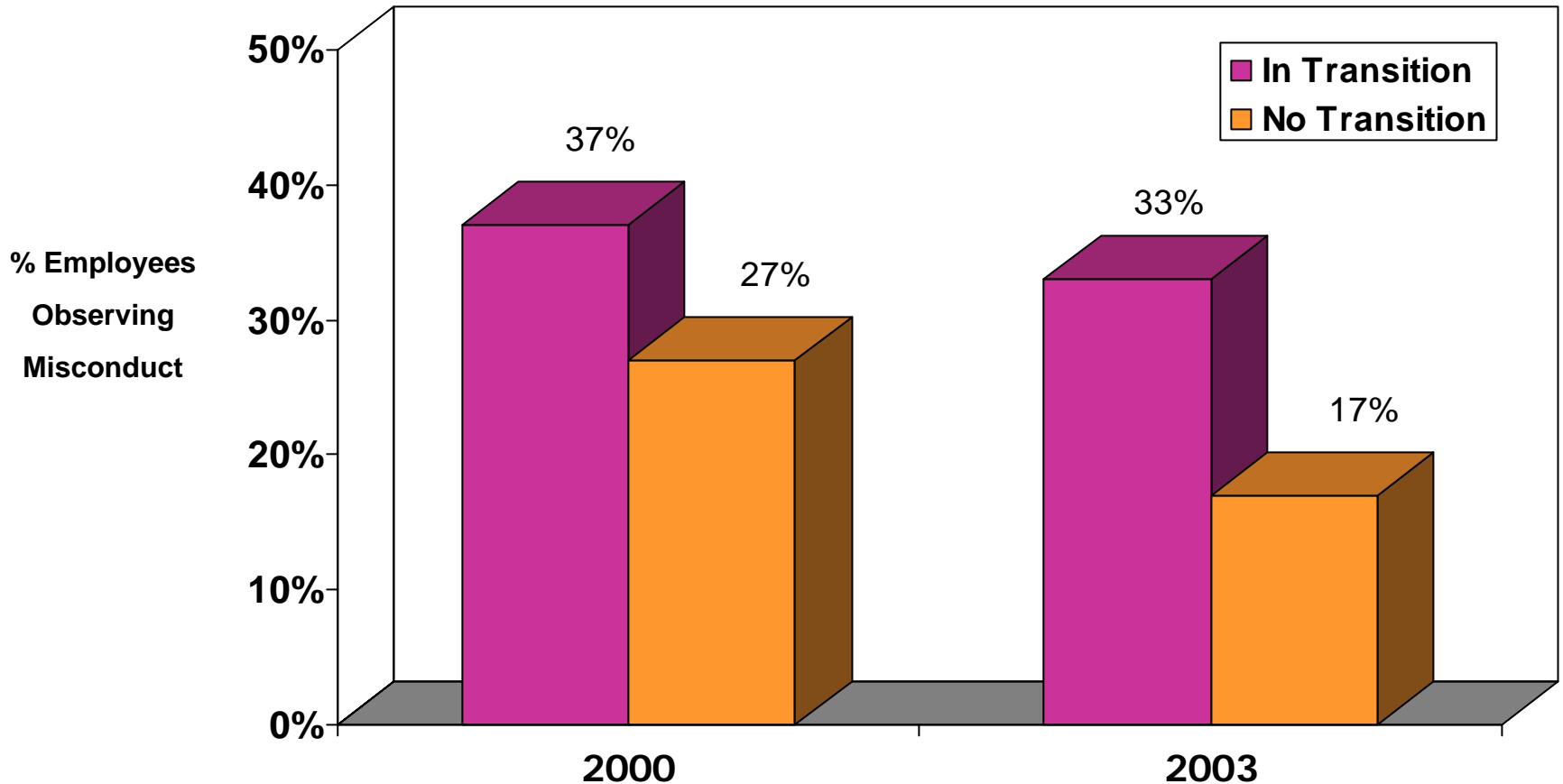
- At least 1 out of 4 employees (25%) surveyed have personally observed misconduct in their workplace
- 1 out of 10 employees (10%) say they feel pressure to compromise organizational standards to achieve the objectives they've been given
- Pressure decreases two or three-fold when there is a formalized ethics program and when employees observe co-workers modeling ethical behavior

# Moving Ethics Forward

## Background Context

*Organizations in transition (cuts & restructuring) are more vulnerable to ethical misconduct*

Observed Misconduct in Organizations Under Transition



# Moving Ethics Forward

## Background Context

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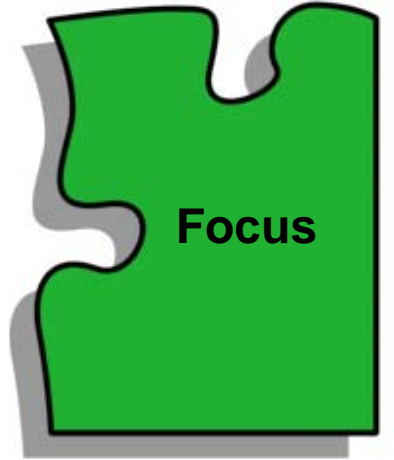
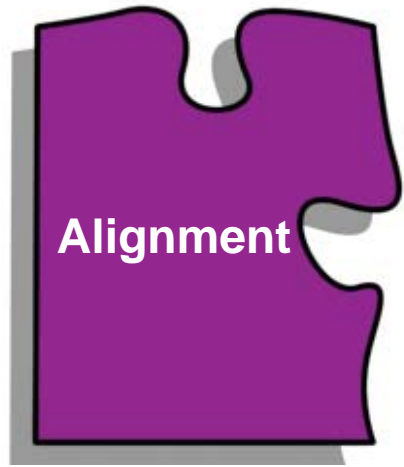
*Against our backdrop of significant budget cuts and restructuring, fostering a strong ethical work environment helps LAUSD reap significant benefits*

- ➔ ***More satisfied and productive employees***
- ➔ ***Improved reputation for LAUSD***
- ➔ ***Decreased risk of costly lawsuits or sanctions***
- ➔ ***Positive spillover effects in student conduct***
- ➔ ***Improved alignment of our employees to our broader vision, mission and initiatives***

# Moving Ethics Forward

## Critical Success Factors

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*Given our work with children, LAUSD faces extremely high public expectations and scrutiny*

**We want LAUSD to be a trusted organization,  
one which engenders employees and the public  
alike to work in partnership to give their utmost  
in support of student achievement and success.**

**VISION**



# Moving Ethics Forward

## Our Mission

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*Building Trust  
Inside and Out*

*An effective ethics initiative helps us in our core work of improving student achievement*

***Our mission is to improve LAUSD performance***

**by fostering high ethical standards and supporting**

**our employees and leadership with the policies,**

**processes, tools and advice necessary**

**to exemplify conduct that strengthens public trust**

**and confidence in the integrity of our work.**

Mission

*Our success in ethics will be measured by our progress in three critical goal areas*

### 1 **Infrastructure Development**

Develop an effective ethics infrastructure at LAUSD

### 2 **Employee Support**

Foster a strong ethical work environment for all employees

### 3 **Integrity Assurance**

Increase employee and public confidence in the integrity of our decision making processes

# Moving Ethics Forward Prioritized Initiatives

Building Trust  
Inside and Out

Our size and complexity requires us to move forward with thoughtful prioritization

## 1 Communicating our Commitment to Ethics

**From Our Superintendent**

Dear LAUSD Colleagues:

The trust that our students, parents and communities place in LAUSD is one of our most valuable assets. Each of us has a personal responsibility to guard that trust, maintain it, and strengthen it.

We strengthen the trust through our exemplary conduct, and we weaken the trust when we don't live up to our commitment. And any time illegal or unethical behavior comes to light, we erode the trust.

If there were ever any doubts about our commitment to maintain public trust, one only needs to recall the headlines regarding organizations that have found themselves in hot water after becoming public trust. Their experiences—and the hardship on their employees and the larger community—underscore why we need to be able to maintain trust through words, and actions.

Given our trust-building, we have maintained a great tradition of excellence because our BEBCs operated with the highest integrity. Our BEBCs have no need to tell you what your value is, because you already know that value is your commitment to work, fulfill our responsibility to set behavioral standards and live our obligation to both our employees and what those standards are—their, administration, it what top organizations do.



Roy Boser  
Superintendent

Moreover, many of our employees have worked in other settings where the expectations and standards have been very different. To ensure that we share a common standard of excellence, our BEBCs created this resource book which we are asking you to review. This book is meant to help define the standards we have for each other, build our integrity, let us all encourage discussion of BEC and to improve how we deal with the ethical dilemmas and gray areas that we encounter in our workplace. This book is meant to complement our standards, policies, and rules, not to substitute for them.

And, like our only neighbor with the support of the public, BEC in this sense that ethics and our conduct are not only moral issues, but in fact the issues that affect our mission of educating children.

To the end, every employee, at every level of our BEBCs is expected to behave ethically and responsibly, and to comply with all laws and regulations that govern our work.

Each individual's words and actions reflect on all of us. The public has trusted us and allowed us to care for their next generation for close to 100 years. You are a part of that great tradition, and our support for the continuing initiative means every day.

Thank you for excellence!

Sincerely,

Roy Boser  
Superintendent

Los Angeles Unified School District

### How You Can Help Support Ethical Practice at LAUSD

*All Employees:*

- Familiarize yourself with our Code and our responsibilities as a public agency
- Seek out advice and help from supervisors, legal counsel, the Ethics Office, or other appropriate resources, if there is a question about a policy, procedure, or law
- Help LAUSD find ways to solve problems effectively and respectfully
- Treat others how you want to be treated
- Remember that you're a role model for our students

*Managers and Supervisors:*

- Create a safe environment for your employees to seek advice or raise concerns
- Demonstrate that consistent ethical conduct is more important than short-term gains

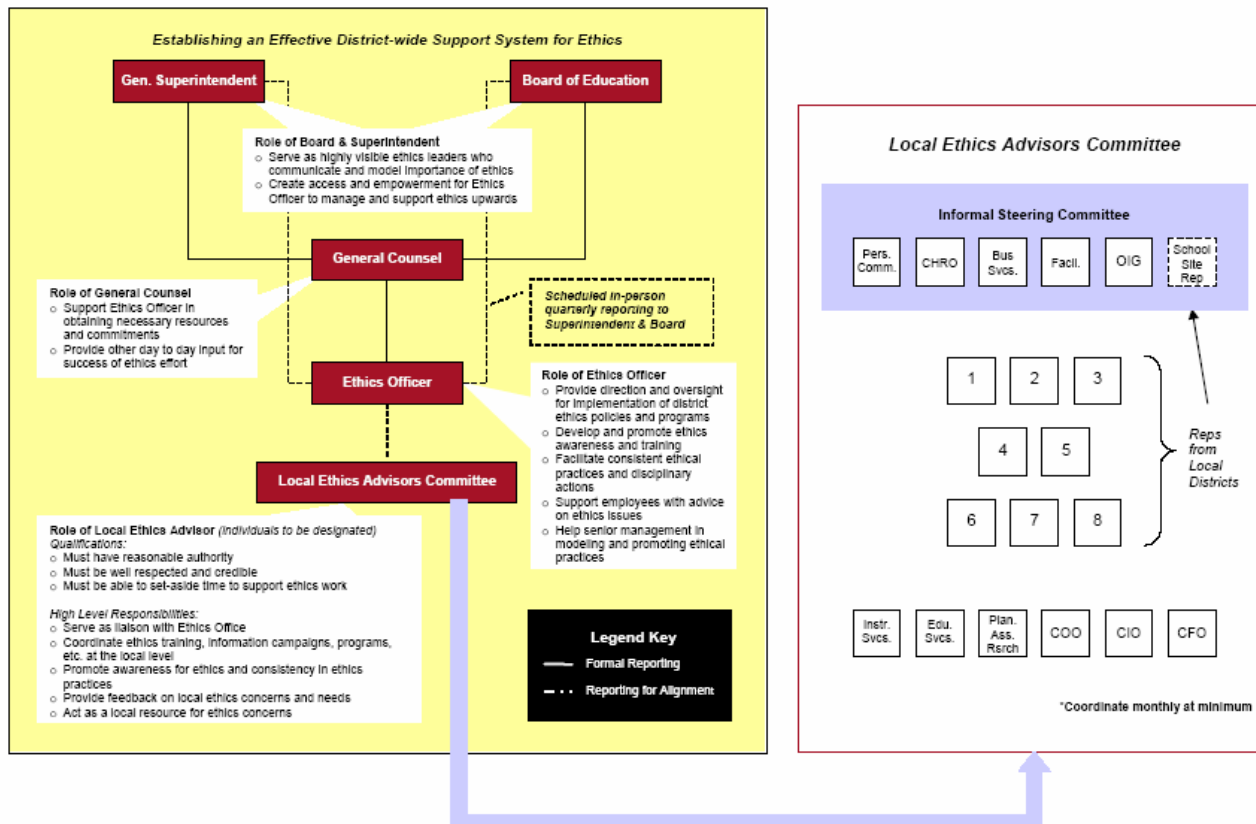
## 2 Enabling Ethics Training

### Mock-up of Online Training

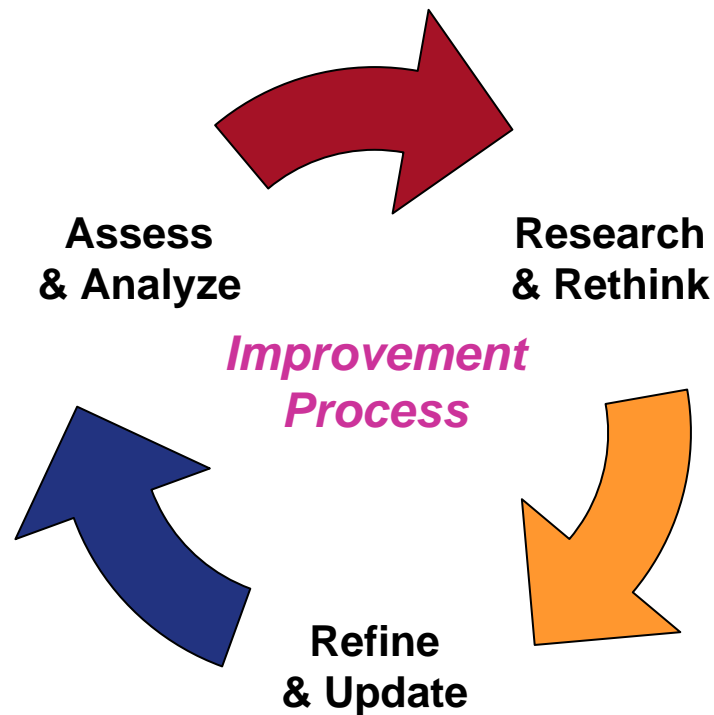
The mock-up consists of three overlapping panels representing different stages of the online training interface:

- Panel 1 (Left):** LAUSD Ethics Office logo and tagline "Building Trust Inside and Out". Below the logo are four key values: "Good Governance", "In", "Excellence", and "Protecting the Public Interest". The main heading is "Ethics Scenario" with a sub-heading "Getting Familiar with Our Code of Ethics".
- Panel 2 (Middle):** "Ethics Office" header with the tagline "Building Trust Inside and Out". A blue arrow points to the heading "Welcome to our online training!". The text below reads: "This training is intended as a fun, interactive, yet meaningful way for LAUSD employees to get grounded in our Code of Ethics. Try out the scenarios to increase your understanding of how best to tackle ethical dilemmas you might encounter over the course of your work." It ends with "Good luck!". Navigation buttons "Exit" and "Returning" are visible at the bottom.
- Panel 3 (Right):** "LAUSD Ethics Office" header with the tagline "Building Trust Inside and Out" and a "Categories Menu" link. The heading is "Select a Category:". A numbered list of six categories is shown: "1. Business Integrity", "2. Conflicting Interests", "3. Employment Concerns", "4. Gifts & Entertainment", "5. Use of LAUSD Resources", and "6. Workplace Excellence". Navigation buttons "Exit", "Menu", "Back", and "Next" are visible at the bottom.


### 3 Building a Support Structure for Ethics



### ④ ***Evolving and Improving Our Policies and Programs***



### 5 **Optimizing the Ethics Office**

<b><i>FY 2004-2007 Ethics Team Needed</i></b>		
		
<b>Position</b>	<b>Synopsis of Role</b>	
1	Ethics Officer	<ul style="list-style-type: none"><li>• Provide direction and leadership for ethics initiatives</li><li>• Engage senior leadership</li><li>• Oversee programmatic efforts &amp; policies</li><li>• Manage core ethics team</li></ul>
4	Ethics Advisors	<ul style="list-style-type: none"><li>• Develop compelling ethics resources</li><li>• Provide advisories to Ask Ethics inquiries</li><li>• Conduct best practices ethics research and analysis</li><li>• Support resolution of ethics and public integrity issues</li><li>• Conduct trainings on ethics-related programs</li></ul>
<b>5 Ethics Staffers Total</b>		