



Ethics Office

Building Trust

Inside and Out

Transparency

Good Governance

Integrity

Moving Ethics Forward

*2004-2007 Strategic Plan:
Interim Progress Update*

Excellence

Model Conduct

ABT Committee Meeting

November 21, 2005

Protecting Public Interest

Ask Ethics: (213) 241-3330

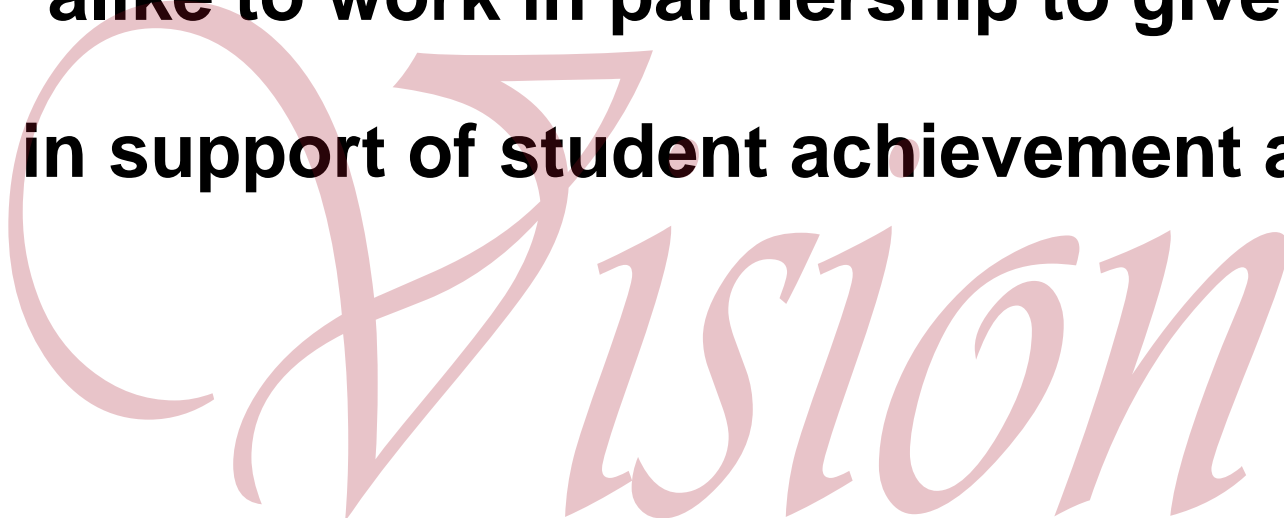
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Moving Ethics Forward

Background Recap

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.**



Background Recap: An Effective Ethics Framework

Our Ethics Office seeks to be a **proactive force for cultural change** in our district.

Step by step, we accomplish this change by **empowering LAUSD employees** to act in a way that consistently promotes **transparency**, upholds **objectivity**, and reinforces **fairness**.

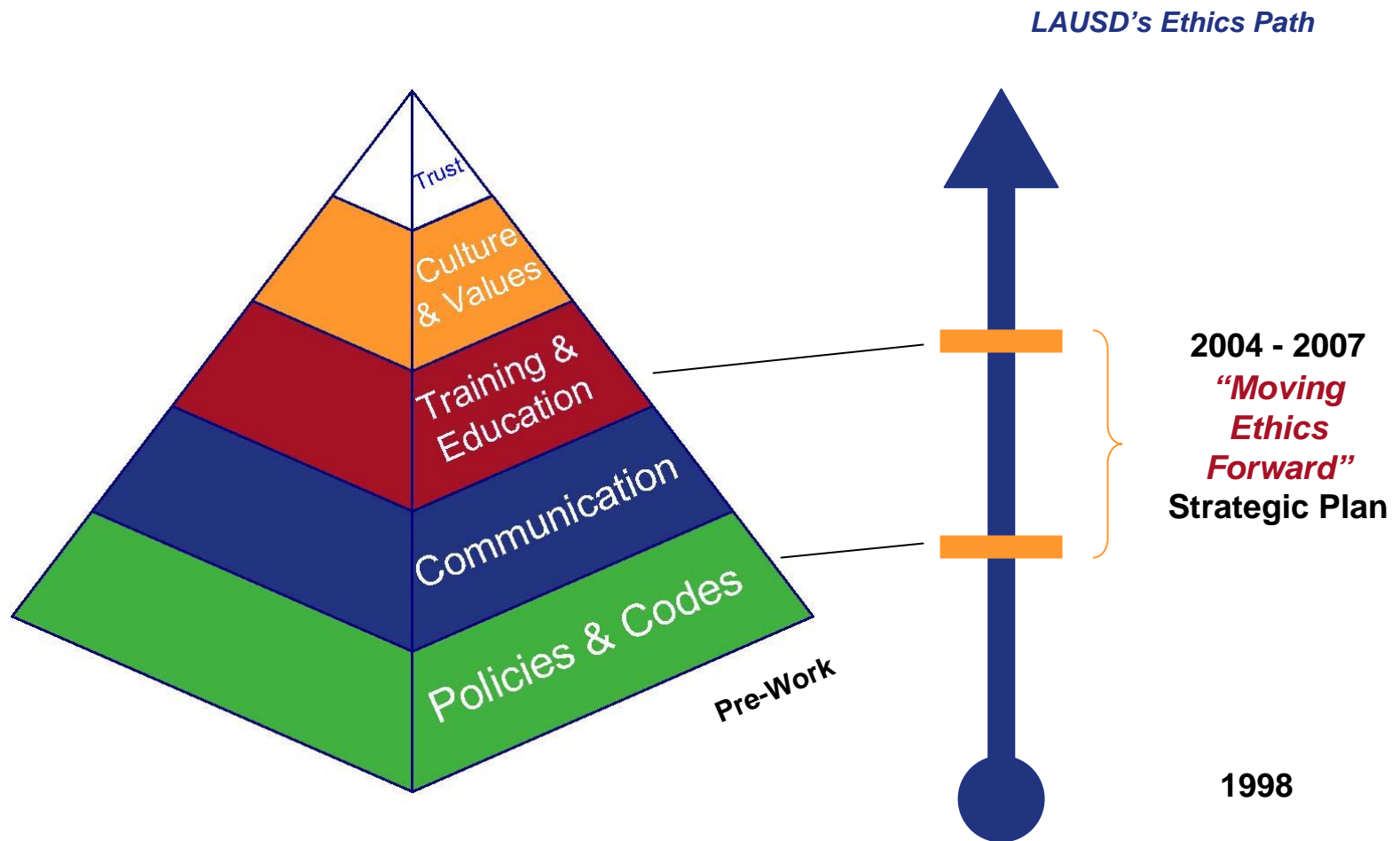
To support LAUSD's integrity and build public trust, we aim to:

- Establish and protect our credibility in the eyes of all stakeholders
- Earn and maintain the trust of LAUSD employees
- Prioritize education and prevention over enforcement and compliance
- Equip stakeholders with the right resources to address ethical concerns
- Integrate and embed ethical practices into management and policies
- Leverage *shared responsibility* of senior management and our Board

Moving Ethics Forward

Background Recap

Creating a **successful** organization-wide ethics initiative takes time and planning



Process for Fostering Organizational Ethics

Background Recap: Critical Success Factors



Moving Ethics Forward

Our Prioritized Initiatives

We prioritized five initiatives which were critical to our success in the first year of “The Plan”:

Key Achievements in 2005

- 1 Communicating Our Commitment** 
 - 100% Senior LAUSD Managers briefed in June
- 2 Enabling Ethics Training** 
 - Web-based training is available 24-7 as of August
- 3 Building a Support Structure for Ethics** 
 - Every major division identified an “Ethics Liaison”
- 4 Improving Policies & Programs** 
 - A new and cutting-edge lobbying policy has been drafted
- 5 Optimizing the Ethics Office** 
 - Four Ethics Advisors joined the office as of September

Moving Ethics Forward

Key Goals

*Building Trust
Inside and Out*

We are measuring our achievements based on our progress in three critical goal areas:

1 Infrastructure Development
Develop *effective* ethics infrastructure at LAUSD

Year One
Status



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



FY 2004-2007 Ethics Team Needed



Position

Synopsis of Role

- | | | |
|---|-----------------|--|
| 1 | Ethics Officer | <ul style="list-style-type: none">• Provide direction and leadership for ethics initiatives• Engage senior leadership• Oversee programmatic efforts & policies• Manage core ethics team |
| 4 | Ethics Advisors | <ul style="list-style-type: none">• Develop compelling ethics resources• Provide advisories to Ask Ethics inquiries• Conduct best practices ethics research and analysis• Support resolution of ethics and public integrity issues• Conduct trainings on ethics-related programs |

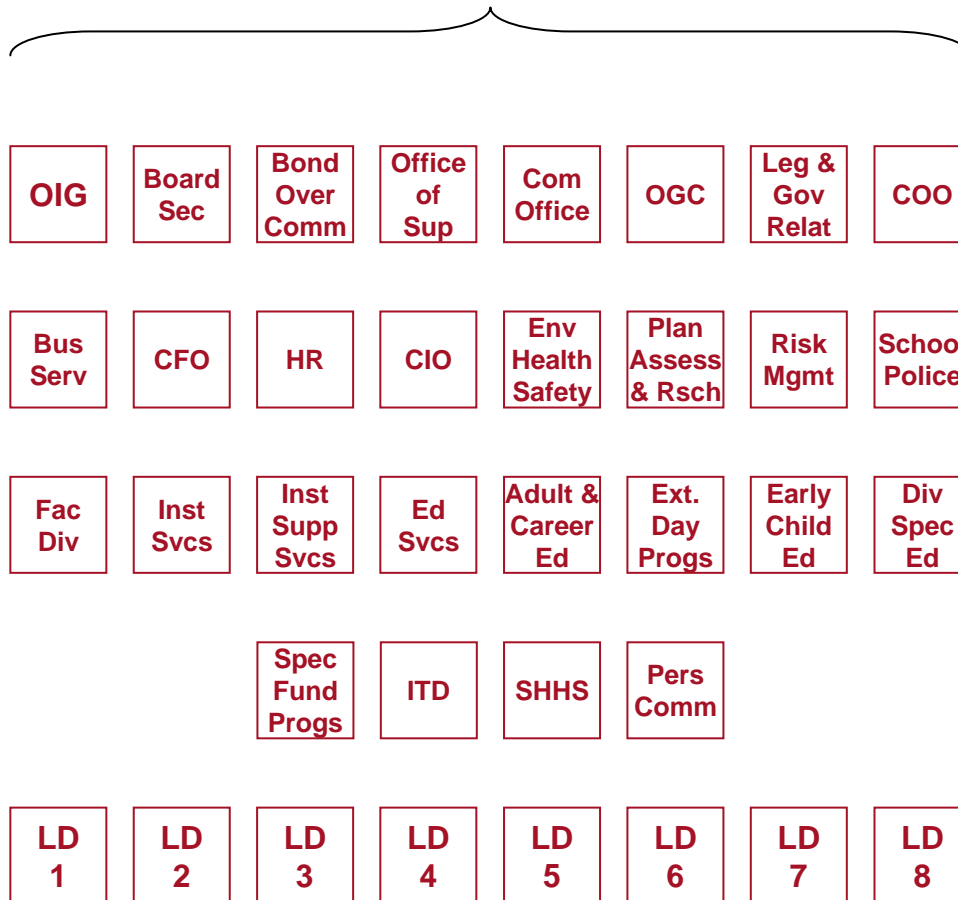
5 Ethics Staffers Total



Key Achievements: Our Ethics Liaisons

Infrastructure Development	Employee Support	Integrity Assurance
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Ethics Liaisons



Role of Liaison:

- Assume responsibility for promoting ethics locally
- Raise awareness for ethics issues and work (sharing information, distributing awareness materials, flagging potential concerns)
- Enable consistency in addressing ethics issues
- Coordinate training(s)
- Provide feedback on ethics concerns and needs
- Act as a local resource for ethics concerns

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Key Achievements: Our New Website!

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Infrastructure
Development

Employee
Support

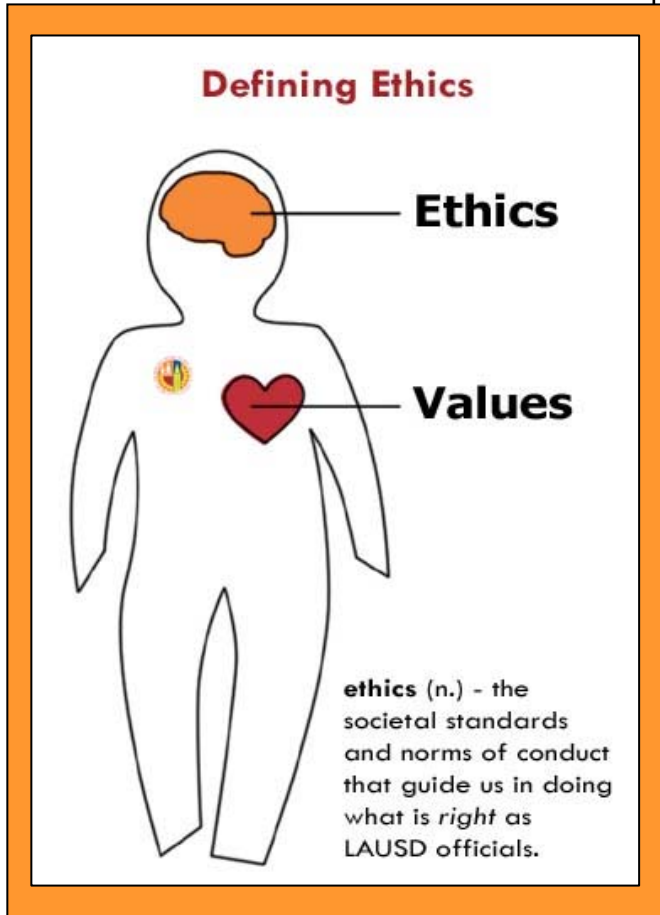
Integrity
Assurance



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Infrastructure Development	Employee Support	Integrity Assurance
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Promoting Ethics: What YOU can do

1. Be an ethical role model
2. Seek out advice on ethics issues when you're not sure what's appropriate
3. Talk about the importance of ethics with everyone around you



Soar high with ethics.

"Ethics is knowing the difference between what you have a right to do and what is the right thing to do."
- Supreme Court Justice

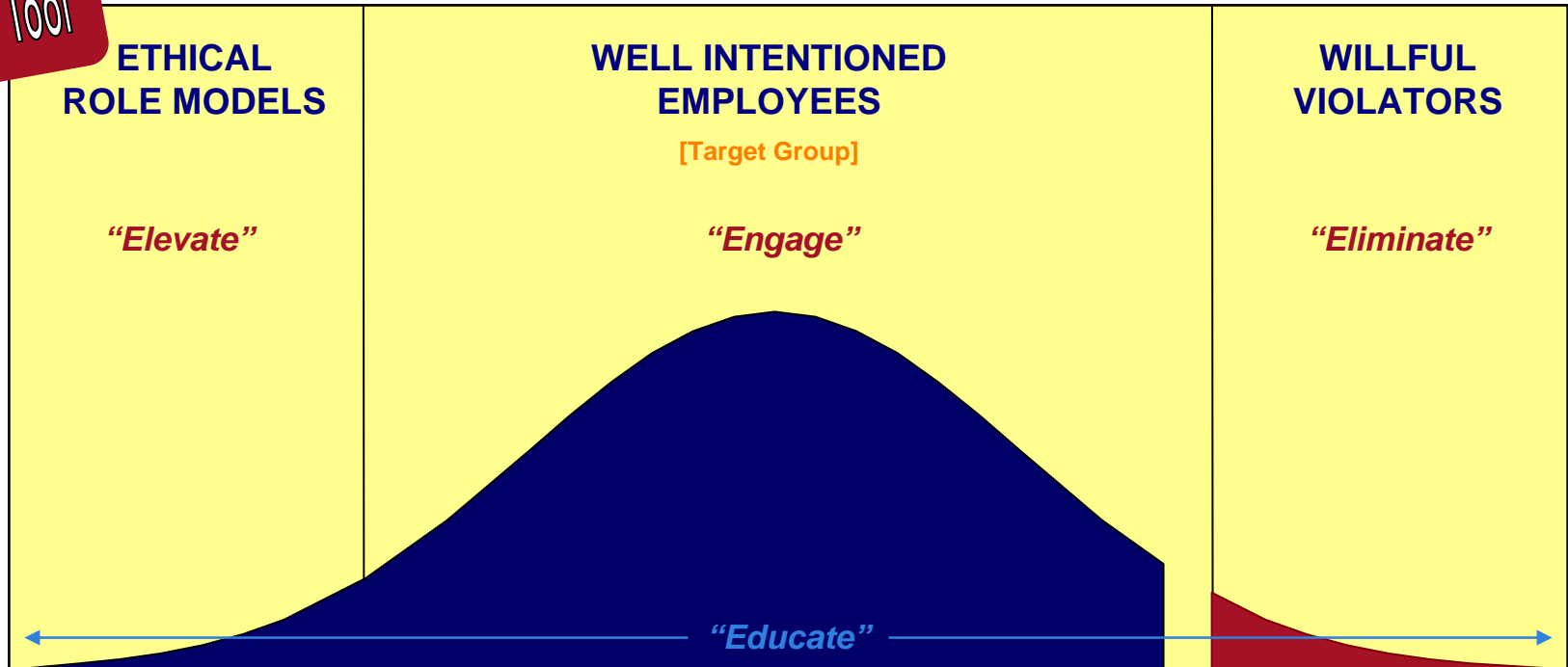
ETHICAL BAR

LEGAL BAR

A successful ethics program educates, empowers and rewards those who model or aspire toward ethical practices

Ethics Tool

“Ethics Adoption Curve”



Individual Profile:

- Reaches beyond requirements of codes and laws to promote trust
- Always manages potential conflicts before concerns arise
- Motivates and inspires others to improve ethical environment

- Aspires toward consistent practice of ethical conduct
- Makes *unintended* ethical errors due to the best of intentions, ignorance or perceived pressures
- Seeks resolution to ethical questions when concerns arise
- Welcomes guidance on raising ethics bar for those in their circle of influence

- Demonstrates ethical conduct only when it is advantageous
- Violates ethics codes *knowingly* to achieve personal gain
- Conceals actions to avoid unwanted consequences

Approach:



Issue Areas:

- Business Integrity
- **Conflicts of Interest**
- Gifts or Honoraria
- **Lobbying Disclosure**
- Outside Employment or Activities
- **Safeguarding Public/Private Partnerships**
- Use of LAUSD Resources

Snapshot: Stats for September - October

- 80+ helpline calls
- 20 advisories
- Two (2) advice projects
- One (1) public records request



We're currently developing the online disclosure system articulated in our plan

Mock-up of "ELFS"

Approval Requirements

- Account Request**
status: required
- Initial Disclosure**
status: required
- Quiz**
status: required
- Registration Fee**
status: required
- Client Authorization**
status: required
- User Agreement**
status: required
- RSO Agreemen**
status: required

GETTING STARTED – Account Request for Lobbying Organization

Creating an account will allow you to utilize LAUSD's Electronic Lobbying Filing System (ELFS) to file a registration and to fulfill the requisite quarterly disclosure obligations. To begin the process of creating an account, you must first complete the information below.

Remember that the information you submit will be used to establish a registry record in ELFS for your Lobbying Organization. Other than your e-mail address which will be used for internal purposes only, all information you submit for ELFS is public record.

1. Primary Filer ([click here to see sample](#))

First Name: Last Name: Position Title:

Name of Employer: Filer's Telephone: Filer's Email:

() - - ext:

Create Lobbying Organization Password:

Confirm Password:

2. Lobbying Organization ([click here to see sample](#))

Organization Name(full legal name): Telephone: Fax Number:

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Organization Address: City: State: Zip Code:

Moving Ethics Forward

Preview: Lobbying Disclosure Program

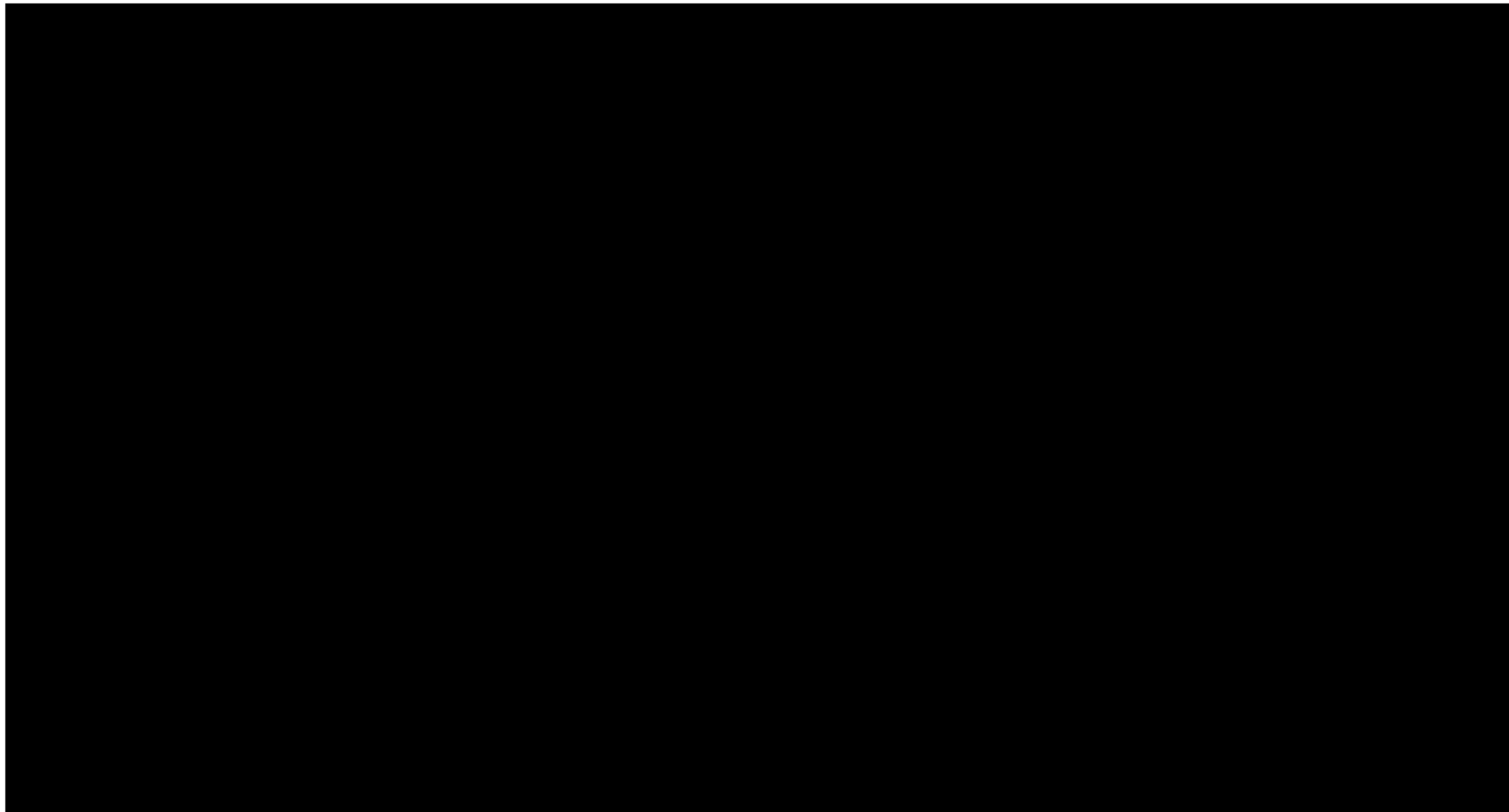
*Building Trust
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Infrastructure
Development

Employee
Support

Integrity
Assurance






“Lobbying Awareness Video”



Mr. Huizar's Board Motion on Ethics

The Board's vision and Mr. Huizar's motion have helped to galvanize our success

Key Resolves from Mr. Huizar's Motion

- 1 Ethics is a priority for Superintendent** 
 - 100% Senior LAUSD Managers briefed in June. Integration of ethics work.
- 2 Resources are allocated to initiative** 
 - Strategic plan accepted as roadmap. \$600,000 funding secured.
- 3 Ethics Office is staffed** 
 - Four Ethics Advisors joined the office as of September
- 4 Focus on ethics and lobbying program** 
 - Actively preparing rollout of annual ethics training and new lobbying policy.
- 5 Report on status of actions by October** 
 - Submitted Board Informative on September 22, 2005.

Upcoming Deliverables

- ➔ **Enacting revisions to lobbying and contractors codes**

- ➔ **Piloting In-Person Training**
 - *Facilities*
 - *Human Resources*
 - *Office of the General Counsel*
 - *Office of the Inspector General*
 - *Procurement*

- ➔ **Producing Employee Resource Guide**

Our ethical conduct has a vast ripple effect

You really do make the difference



LAUSD Ethics Office

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Ask Ethics: 866-322-5788

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