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**EAD-533 Ethics Quiz**

Multiple Choice

1. Who is required to follow the mandatory reporting rules related to unprofessional conduct?
	1. Teachers
	2. Administrators
	3. Parents
	4. All certificated school employees
	5. **All school employees**
2. What is a possible consequence for failing to investigate a report of unprofessional conduct by a school employee?
	1. Warning by the human resources department
	2. No consequences
	3. L**oss of administrative credential**
	4. An angry parent
3. Which of the following is NOT an example of a violation of professional ethics?
	1. Sharing student grade information with another student
	2. Coming to a school activity after participating in happy hour with colleagues
	3. **Breaking a contract and leaving your job before the end of the year without board approval**
	4. Working at the same school as your spouse
	5. Sharing your password to your school computer with someone else
4. If an administrator receives a report of suspected child abuse from a student, who must they notify?
	1. The district human resources administrator
	2. The local police department
	3. The student’s parents
	4. The State Board of Education
	5. **All of the above**
	6. a, b, c
	7. a, b, d
5. An administrator is required to report unprofessional conduct to the State Board of Education within \_\_\_\_\_ days.
	1. 3
	2. **5\*\***
	3. 7
	4. 10

Short Answer

In 50 – 100 words, respond to the following statements. Be sure to use appropriate sentence mechanics.

1. How would you define the term “professional ethics”?
	1. To me, “professional ethics” is a set of standards that govern a profession. In education, it’s the list of rules and regulations under which we operate. Professional ethics can only be applied to businesses or professions by definition; however, they can be broad reaching and all encompassing.
2. Provide an example of how a professional educator would promote the profession within the school community.
	1. An example of how a professional educator would promote the profession within a school community is through a “student teaching” program. The teacher would gather an interested group of students and discuss the “pros” of becoming a teacher. This talk would be followed by a lesson planning session and a student teaching session. This program would be concluded with a debriefing session with the “student teachers” and the teacher.
3. Why would it be important for a building principal to report unprofessional conduct by a staff member to the central office/district leadership?
	1. It would be important for a building principal to report unprofessional conduct by a staff member to the central office because this lapse in professionalism on the part of the staff member could be a recurring event or an unintended action. Either way, central office needs to know so that the staff member can be made aware of their actions and corrected officially. If this is a widespread occurrence, then central office could possibly send an HR representative to inform the entire staff of how to avoid this situation.
4. School administrators must pay attention to their own professional ethics and the ethics of the employees they supervise. Describe how an administrator can best model the highest level of ethics for their staff?
	1. A school administrator can best model the highest level of ethics for their staff by learning the ethical rules and operating with them in mind at all times. A good administrator takes his/her time learning all the rules and while nothing can ever be guaranteed, good administrators do their best to make sure that as many rules are followed all the time.
5. What steps should be completed, regarding a background check for a potential employee, prior to hiring that person? As it relates to background checks, is there a difference between hiring a certified versus a non-certified employee?
	1. The usual pre-employment steps should be completed prior to employing anyone. I would suggest that the background check be completed by the district. There is a difference between hiring a certified employee versus a non-certified employee. Certified employees come with a sort of implied guarantee that they are a quality employee.

Scenarios

Respond to each of the following scenarios in a well-crafted paragraph of 150-200 words using appropriate sentence mechanics.

1. A principal is planning a professional learning session on data privacy for the faculty. What components must be included? Why? How is this issue connected to professional ethics?
	1. This principal should consider the Federal Education Rights Privacy Act when discussion data privacy. The Freedom of Information Act should also be explored during discussions. Finally, the confidentiality of student records should be at the forefront of the conversation surrounding data privacy. It is important that teachers complete professional learning sessions on data privacy which discuss the ways that students’ rights can be violated and the ways we can prevent these issues from arising, as much as possible.
2. A parent approaches the school principal and reveals that a teacher at the school and another parent are having an affair. What should the principal do next?
	1. Next, the principal should investigate the claim as much as possible. A discussion with the teacher should suffice to ascertain the validity of the rumor. Either way, a discussion of Principle IV would be next. The ethical dilemma arises when the teacher establishes multiple relationships with the student (teacher, guardian, etc.). These multiple relationships can diminish the teacher’s effectiveness in the classroom and throughout the school building as an authority figure in the child’s academic life. The principal should also discuss with the teacher the school’s policy on fraternization.
3. Educators have a responsibility to maintain sound mental, physical, and emotional health and to take appropriate measures when personal or health-related issues may interfere with work-related duties. Describe three examples of what those measures might include.
	1. Isolation due to medical reasons – Educators are prone to illness, like employees in any other business or profession. Because they are called upon to teach on a daily basis, when illness strikes, they must take extra precautions to ensure not only their own safety, but the safety of the student they teach. Teachers who get sick often have to rely on technological assistance to ensure that their students receive a comparable education.
	2. Counseling for mental issues – Educators work in an increasingly stressful profession. Many employers including large districts offer counseling programs as a part of the healthcare/benefits package. Administrators should make sure to offer struggling teachers the chance to take full advantage of these programs to ensure they maintain the mental strength necessary to complete the job with consistency and strength.
	3. Reorganization of workspace due to physical issues – Educators are no stranger to moving seats when necessary. The reorganization of workspace due to physical issues is a common practice in education. We have to do this for students all the time. So, it stands to reason that we would do this for ourselves as we need it. This could include personal physical needs changing due to illness or some other type of medical trigger. This could also include student needs based on preferential seating arrangement or behavioral issues.
4. An assistant principal has persistent concerns about the relationship among a new teacher and a small group of students who spend a lot of time with the teacher outside of class. The assistant principal is preparing for a conversation with the principal about this issue. What questions should the assistant principal anticipate from the principal? What guidance would you offer the assistant principal in getting ready for the conversation? How is this conversation related to professional ethics?
	1. The assistant principal should anticipate the principal asking what about the arrangement between the teacher and the students disturbs her. She should be prepared to go into detail with the principal about the relationship she has witnessed with her own eyes. I would remind her that it is a serious accusation when suggesting that a teacher and a student have an improper relationship. I would remind her to beware of the consequences of her actions. This conversations relates to ethics because it touches directly on what the educators professional responsibilities are to the student, the school community, and to the profession itself.
5. You are addressing the group of first-year teachers at your school on their first day of employment. Some of these teachers graduated from a traditional teacher preparation program, while others did not. What would you tell them about ethics, as it applies to their job as a teacher, so that all levels of experience and professional backgrounds are considered?
	1. “As the principal of this school, it is my job to remind you of your ethical obligations. You are now teachers. You are now the person in charge of the educational growth of a group of students. Your ability to do your job has been assessed and you have passed. Now is not the time to get faint of heart. You have a responsibility to the profession to hold yourself out to be the best teacher possible. You have a responsibility to be competent throughout your journey as a professional educator. You have a responsibility to your students. Your primary job is to treat your students with dignity and respect. You have a responsibility to this community to build relationships through positive and effective interactions. And finally, you have a responsibility to educate our students through the positive use of technology; to create boundaries and encourage inquisitive thought in a vigilant manner.”
6. A governing board member is related to a student in your school. The board member asks you, as the principal of the school, to change that student’s grade since the student was only 5 points from an “A”. Why would this be an ethical, as well as legal, violation?
	1. This would be an ethical violation because this is considered cheating. By altering the student’s grade, the principal is not honoring the integrity of the student’s education which is a huge part of the third principle of ethical responsibility to students. This would also be a legal violation because providing students with grades they did not earn is illegal in many states. Students are also entitled to privacy in educational matters under FERPA. Parents cannot just ask to see the student’s transcript and demand that the information contained in the document be changed. It’s a legal document. The information inside must be reliable and free of bias in order for it to have validity.
7. How are school/district policies related to professional ethics? Provide at least two examples.
	1. School district policies are designed to be as ethical as possible. This is because a school district is a large organization that requires the comingling of many personalities to get a huge job done. So, school districts establish policies on issues like fraternization amongst staff members and cell phone usage during school hours to ensure that no unnecessary bias and problems exist in the workplace. For example, fraternization amongst school personnel can often lead to hostile work environments should the relationship end on a sour note. This can especially become the case if the students become aware of the relationship. Another instance of a district policy that relate to ethics includes the usage of cellphones during school hours. This can present itself as an ethical challenge in many ways. One of those ways includes cheating during an examination on the part of the student. Districts often outlaw the use of cellular technology during school hours to prevent the occurrences of issues like this… the mere appearance of impropriety could lead to accusations that could be damaging to the reputation of the student and the teacher.
8. A teacher in your school is frequently absent from professional development experiences offered at your school, without your approval. Why would this be a violation of professional ethics? What would you do to address this issue?
	1. This situation would be a violation of professional ethics because it is a requirement of the job to attend professional development sessions unless expressed permission is granted for the absence. Principle Two of the Model Code of Ethics for Educators is directly related to the Responsibilities for Professional Competence. A commitment to ongoing professional learning is important for any educator. As the principal of the school, I would call the teacher into my office for an impromptu conversation about why she continues to miss the professional development and what strategies we can develop to ensure that she meets her ethical obligations.
9. As an administrator in a small, rural school located in a small town, you are considering hiring your uncle’s roofing company to perform some repairs at your school. What procedures would you follow to ensure that no ethical or procurement violations occur?
	1. As the administrator, I would encourage my uncle’s company to register with the district’s procurement program. I would inform the procurement department that the work needs to be done and ask for an RFP to be placed on the procurement site as to open the job to any and all companies interested in the job. I would then assist him in crafting a competitive bid for the job. Finally, I would recuse myself from voting on the project since I was so involved in assisting my uncle’s company in getting the job.
10. What precautions should be taken to ensure that all of the employees at your school follow policies governing the use of social media in communicating with students and parents? How do these policies reflect professional ethics?
	1. Administrators can ensure that all employees at my school follow policies governing the use of social media in communicating with students and parents by establishing an approved social media device. For example, many teachers and schools use Remind 101 as their approved social media device with great success. The device is introduced at the beginning of the school year with subsequent tutorials on its usage to ensure that all parties involved are acquainted with the device. That way, there is no need to “sneak around” or become “flustered” at the usage of the device. Teachers, parents, and students alike are able to use social media to their advantage without penalty, thereby, reducing the need for distractions. These policies reflect on professional ethics by encouraging communication across the school community and responsible usage of available technology devices.
11. One of your assistant principals does not get along with one of your teachers. You did not know this until after the teacher came to you, the principal, to complain about the assistant principal after he conducted a classroom observation and wrote a report critical of the teacher. How would you address the teacher’s concern?
	1. I would listen to the teacher’s concern, first and foremost. I investigate the concern by involving the other party to the complaint, to see if the feeling was mutual. If the feeling was mutual and there is a serious problem underlying the relations between the teacher and the administrator, I would arrange their schedules as to limit their interactions with each other. I would also encourage both employees to consider transferring to another report location at the end of the school year as to ensure they no longer had to work together in the future. I would arrange for that teacher and administrator to seek peer counseling to further investigate the issues between the two of them as a method of treating the issue.