

**EXHIBIT A
CITY OF MCKINNEY
CODE OF ETHICS FOR JUVENILE CASE MANAGERS**

PREAMBLE

The goal of the juvenile case manager is to assist the Court in administering the Court's juvenile dockets, to supervise its orders in cases involving juvenile offenders, and to communicate with the Court regarding relevant life circumstances of juveniles appearing before the Court. The mission of the juvenile case manager is to assist judges in providing juveniles and their families with resources to shape the juvenile's future, and to help the juvenile connect with the community and develop into a law abiding citizen. Those persons applying this Code of Ethics shall keep foremost in mind that the City is guided at all times by the values of integrity, excellence, compassion, and respect for the dignity of every person.

STANDARDS

Confidentiality. A juvenile case manager shall not disclose to any unauthorized person any confidential information acquired in the course of employment. A juvenile case manager shall not violate the confidentiality of juvenile clients unless the juvenile case manager is seeking consultation services from within the case management program or a school campus, or if the juvenile has threatened to harm himself, herself, or others, or if the juvenile case manager is providing details of any criminal activity or enterprise.

Conflicts of Interest. A juvenile case manager shall be alert to and avoid conflicts of interest that interfere with the exercise of professional discretion and impartial judgment. In order to maintain the community's trust in the judicial system, a juvenile case manager should avoid soliciting or accepting improper gifts, gratuities, or loans, and should avoid engaging in business relationships that give rise to an appearance of impropriety.

Competence. A juvenile case manager shall endeavor at all times to perform official duties properly and with courtesy and diligence. A juvenile case manager shall fulfill his or her duty and represent himself or herself only within the boundaries of his or her education, training, license, certification, consultation received, supervised experience, or other relevant professional experience.

Respect for the Law. A juvenile case manager shall abide by all federal, state, county, and municipal laws, guidelines, ordinances, and rules. A juvenile case manager shall be familiar with the Texas Code of Judicial Conduct and the basic standards to which members of the judiciary are held.

Abuse of Position. A juvenile case manager shall not use or attempt to use his or her official position to secure unwarranted privileges or exemptions for himself, herself, or any other person. A juvenile case manager shall always maintain appropriate relationships with juveniles and members of their family who have cases in the Court. A juvenile case manager shall not discriminate against any person on the basis of age, sex, creed, sexual preference, disability, or national origin.

Private Life. A juvenile case manager shall behave in a manner that does not bring discredit to the City or to them. A juvenile case manager's character and conduct outside the court must be exemplary so as to maintain a position of respect in the City and in the community where he or she lives.

ENFORCEMENT

Any alleged violation of applicable ethical standards shall be subject to investigation and discipline by the City's municipal court administrator in consultation with the City's human resources department.