



# STANDARDS OF ETHICAL CONDUCT

We believe at MCA that the calling of *Christian Education is a very high calling that requires professionalism and accountability. All MCA employees perform a vital role in carrying out the Gospel mission of the church by demonstrating personal modeling of the Christian faith and acting as a minister and teachers of the Gospel in all aspects of life.*

The following “Code of Ethics” has been developed by and for *Millennium Christian Academy* as a guideline for professional behavior and actions. It certainly is not complete. The Bible serves as our ultimate rule for practice and daily living.

All employees, educational support, instructional personnel, and administrators are required as a condition of employment to complete training on these standards of ethical conduct and are expected to conduct themselves accordingly:

## **Spiritual:**

The MCA Employee:

- Will be a born-again Christian.
- Will maintain a personal relationship with Christ reflected in his/her daily walk.
- Will attend faithfully a local church whose doctrinal convictions align with those of Southwest Florida Christian Academy.
- Will maintain a devotional time and commit to personal growth in Christ.
- Will give evidence of the gift of teaching and service.
- Will commit to praying for his/her students, parents, and colleagues.
- Will give evidence of an ability to handle the Word of God.
- Will be able to lead a child to saving knowledge in Jesus Christ.
- Will agree with and support the school’s Statement of Faith and Core Values.
- Will show evidence of his/her love for the body of Christ through unity of spirit and encouragement.

## **Integrity:**

The MCA Employee:

- Will maintain integrity and honesty.
- Will not indulge or allow plagiarism.
- Will abide by copyright laws.
- Will honor their commitments.
- Will walk cautiously.
- Will be loyal and respectful to the authority placed over them.
- Will not reveal confidential information.
- Will honestly account for all funds committed to his/her charge.
- Will communicate to parents and peers with respect.

### **Purity:**

The MCA Employee:

- Will die daily to themselves.
- Will refrain from any nonprofessional relationships with students.
- Will guard against pornography, inappropriate images, or sites.
- Will maintain purity in dating relationships.
- Will abide by MCA's Statement on Human Sexuality and Marriage and will live a lifestyle consistent with the physical gender given by God at birth.
- Will avoid cursing or language that is not God-honoring.
- Will dress modestly and God-honoring in and out of school.

### **Practices and Performance:**

The MCA Employee:

- Will deal considerately and justly with each student, resolve problems, and discipline in a biblical manner.
- Will not intentionally expose students to disparagement.
- Will make a constructive effort to protect students from conduct detrimental to learning, health, or safety.
- Will assume responsibility and accountability for MCA property.
- Will endeavor to maintain the dignity of the profession by respecting and obeying the law, and by demonstrating competence and personal integrity in all one's actions.
- Will adhere to the terms of employment and maintain all appropriate licenses or certificates.
- Will continue professional growth and improvement.
- Will maintain sound mental health, physical stamina, and prudence necessary to perform his/her duties.
- Will abide by and comply with all school policies and regulations.

- Will professionally represent Millennium Christian Academy, never to make disparaging remarks about the institution or colleagues.

### **Reporting Misconduct**

All employees, educational support, instructional personnel, and administrators must report misconduct by instructional personnel and school administrators that affects the health, safety, or welfare of a student. Examples of misconduct include obscene language, drug and alcohol use, disparaging comments, prejudice or bigotry, sexual innuendo, cheating or testing violations, physical aggression, and accepting or offering favors.

Reports of misconduct of employees should be made to Ms. Lucy Feliciano at 239-208-9852 (ext.201). Reports of misconduct committed by administrators should be made to Evelyn Ruiz at 239-208-9852(ext. 101) as applicable.

Legally sufficient allegations of misconduct by Florida-certified educators will be reported to the Office of Professional Practices Services. Policies and procedures for reporting misconduct by instructional personnel or school administrators that affect the health, safety, or welfare of a student are posted in the main school office and on our school's website – ***www.millenniumchristian.academy***

### **Reporting Child Abuse, Abandonment, or Neglect**

All employees and agents have an affirmative duty to report all actual or suspected cases of child abuse, abandonment, or neglect. Call 1-800-96-ABUSE or report online at: <http://www.dcf.state.fl.us/abuse/report/>

Signs of Physical Abuse- The child may have unexplained bruises, welts, cuts, or other injuries; broken bones; or burns. A child experiencing physical abuse may seem withdrawn or depressed, seem afraid to go home or run away, shy away, from physical contact, be aggressive, or wear inappropriate clothing to hide injuries.

Signs of Sexual Abuse- The child may have torn, stained, or bloody underwear, trouble walking or sitting, pain or itching in the genital area, or a sexually transmitted disease. A child experiencing sexual abuse may have unusual knowledge of sex or act seductively, fear a particular person, seem withdrawn or depressed, gain or lose weight suddenly, shy away from physical contact, or run away from home.

Signs of Neglect- The child may have unattended medical needs, little or no supervision at home, poor hygiene, or appear underweight. A child experiencing neglect may be frequently tired or hungry, stealing food, or appearing overly needy for adult attention.

Patterns of Abuse- Serious abuse usually involves a combination of factors. While a single sign may not be significant, a pattern of physical or behavioral signs is a serious indicator and should be reported.

### **Liability Protections**

Any person, official, or institution participating in good faith in any act authorized or required by law or reporting in good faith any instance of child abuse, abandonment, or neglect to the department or any law enforcement agency, shall be immune from any civil or criminal liability which might otherwise result because of such action. (F.S. 39.203)

Any employer who discloses information about a former or current employee to a prospective employer of the former or current employee upon request of the prospective employer or of the former or current employee is immune from civil liability for such disclosure or its consequences unless it is shown by clear and convincing evidence that the information disclosed by the former or current employer was knowingly false or violated any civil right of the former or current employee protected under F.S. Chapter 760. (F.S. 768.095)

**Rev. 02-13-2026**

**M.C.A.**

**MILLENNIUMCHRISTIANACADEMY**

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### **Contact Us**

**Ms. Lucy Feliciano, Principal**

Millennium Christian Academy Christian Academy admits students of any race, color, national and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate based on race, color, national or ethnic origin in the administration of its educational policies, admissions policies, scholarship and financial aid programs, and athletics and other school-administered programs.