

SECTION 200 – Board Governance

**POLICY 202.1: TRUSTEE CODE OF CONDUCT**

**POLICY**

The Board commits itself and its members to conduct which meets the highest ethical standards. It is expected that all personal interactions and relationships will be characterized by mutual respect, which acknowledges the dignity and affirms the worth of each person.

**GUIDELINES**

1. Trustees shall carry out their responsibilities as detailed in section 34 of the Education Act and in Policy 202 – Role of the Trustee with reasonable diligence.
2. Trustees shall endeavour to work with fellow Board members in a spirit of harmony and cooperation despite differences of opinion that may arise during debate.
3. Trustees shall commit themselves to dignified, ethical, professional and lawful conduct.
  - 3.1. Trustees must have a valid criminal record check when the Board has such an existing bylaw in place.
4. Trustees shall reflect the Board's policies and resolutions when communicating with the public.
5. Trustees shall keep confidential any personal, privileged or confidential information obtained in their capacity as a trustee and not disclose the information except when authorized by law or by the Board to do so.
6. Trustees shall represent the best interests of the entire Division.
7. Trustees shall honor their fiduciary responsibility to the Board which supersedes any conflicting loyalty such as that to advocacy or interest groups and membership on other Boards or staffs or acting as an individual consumer of the Division's services.
  - 7.1. Any trustee who wishes to seek elected office for the provincial or federal governments must advise the Board Chair in writing of their intent to seek office and shall take a leave of absence effective the date they officially submit their nomination papers. This leave of absence will be effective from the date the papers are filed until the date of election. If elected, the trustee must resign their position immediately. If unsuccessful, the trustee may return from their leave of absence.

8. Trustees shall support the decision of the Board on any matter, regardless of the trustee's personal position on the issue, such that respect for the decision-making process of the Board is fostered.
9. Trustees shall disclose the nature of any conflict of interest and abstain and absent themselves from discussion or voting on the matter in question.
10. Trustees shall not use their influence to advance personal, family or friends' interests or the interests of any organization with which the trustee is associated.
11. Consequences for the failure of individual trustees to adhere to the Trustee Code of Conduct are specified in Policy 202.1 Appendix – Trustee Code of Conduct Sanctions.

#### REFERENCES

[Appendix to Policy 202.1 – Trustee Code of Conduct Sanctions](#)

[Policy 202.2 – Trustee Development](#)

Education Act: Sections 33, 34, 51, 52, 53, 64, 67, 85, 86, 87, 88, 89

**Approved:** June 1, 2004

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