

Board Operations 1 – 7

Trustee Code of Conduct

Trustees as members of the corporate Board of Education shall act prudently, ethically and legally, in keeping with the requirements of provincial legislation. This includes proper use of authority and appropriate decorum in terms of group and individual behaviour.

Guidelines and Procedures

Integrity and Dignity of the Office

Trustees of the Board Shall:

- discharge their duties loyally, faithfully, impartially and in a manner, that will inspire public confidence in the abilities and integrity of the board;
- act as a trustee of this district and work carefully to ensure that it is well maintained, fiscally secure, and operating in the best interest of those we serve;
- recognize that the expenditure of school board funds is a public trust and endeavour to see that the funds are expended efficiently in the best interests of students in the district;
- work together with fellow trustees to communicate to the electorate accurate information about the district and our schools;
- do their utmost to attend regular board meetings, meetings of the board committees to which they have been appointed, and meetings for which they have been appointed to serve as board representatives;
- provide leadership to the community through setting goals and policies for district operations and educational programs and by regularly evaluating to determine if intended results are achieved; and
- not use the position of trustee for personal advantage or to the advantage of any other individual apart from the total interest of the district, and resist outside pressure to so use the position.

Compliance with Legislation

Trustees of the Board Shall:

- observe bylaws and rules of order, the policies and procedures of the district, and the laws, rules and regulations governing education in British Columbia; and
- respect and understand the roles and duties of the individual trustees, board of education, superintendent of schools and the chair of the board.

Civil Behaviour

Trustees of the Board Shall:

- represent the board of education responsibly in all board-related matters and act with decorum at all times. (Decorum: *behaviour that is controlled, calm, and polite*);
- work with fellow trustees, the superintendent of schools and the district as a whole, in a spirit of respect, openness, harmony and co-operation, encouraging the free exchange of diverse views on any topic at all times and expressing any contrary opinions in a respectful and constructive manner;
- not make disparaging remarks in or outside board meetings, about other board members or their opinions, and be respectful of staff, students and the public;
- use social media responsibly, including an acknowledgment that opinions expressed are those of the individual not the board.

Upholding Decisions

Trustees of the Board Shall:

- base their decisions on all available facts, data and perspectives of an issue, respect the opinions of others and diligently pursue what they believe to be in the best interest of the students and others of the district;
- accept that authority rests with the board and that no trustee has individual authority to direct district staff other than that delegated by the board;
- uphold publicly the majority decisions of the board of education and the implementation of any board resolutions; and
- accept that the chair of the board is the spokesperson to the public on behalf of the board, unless otherwise determined by the board. No other trustee shall speak on behalf of the board unless expressly authorized by the chair of the board or board to do so. When individual trustees express their opinions in public, they must make it clear that they are not speaking on behalf of the board.

Board Revision Date: March 2017

Board Review: March 2019

Respect for Confidentiality

Trustees of the Board Shall:

- keep confidential any information disclosed or discussed at a meeting of the board or committee of the board, or part of a meeting of the board or committee of the board that was closed to the public, and keep confidential the substance of deliberations of a meeting closed to the public unless required to divulge such information by law or authorized by the board to do so;
- not use confidential information for personal gain or to the detriment of the board or district; and
- not divulge confidential information, including personal information about an identifiable individual or information subject to lawyer-client privilege that a trustee becomes aware of because of his or her position, except when required by law or authorized by the board to do so.