

TRUSTEE CODE OF CONDUCT SANCTIONS

1. The Trustee Code of Conduct requires that the Board commit itself and its members to ethical and appropriate conduct. Failure of a trustee to conduct him/herself in compliance with this policy may result in the Board instituting sanctions.
2. In particular, the Trustee Code of Conduct requires that trustees shall respect the confidentiality appropriate to issues of a sensitive nature.
3. Failure to comply with this requirement constitutes a failure of security. An individual trustee may bring a suspected breach of security to the attention of the Board, at a closed meeting of the Board. If by majority vote the Board agrees that a failure has occurred, the failure shall be recorded by the Board and the following procedure shall be invoked:
 - 3.1 The Board Chair shall request that the Director of Education for the Prairie South School Board of Education (as head of the Prairie South School Board of Education under The Local Authority Freedom of Information and Protection of Privacy Act), appoint an independent investigator to review this matter. This request may occur only after such a motion has been discussed and agreed to by a majority of trustees present at a closed meeting of the Board. This decision shall immediately be approved in a public meeting of the Board.
 - 3.2 The independent investigator shall conduct an investigation and submit a report of findings and recommendations to the Board Chair and to the Director of Education.
 - 3.3 The Board Chair shall present at a closed meeting of the Board, the report of the independent investigator. At this time, the trustee in question shall have an opportunity to present any additional, relevant information.
 - 3.4 If it is determined by a majority vote of the Board that a willful violation of security has occurred, for a first occurrence, a motion to write a letter of censure marked "Personal and Confidential" is required to be discussed and agreed upon by a majority of trustees present at a closed meeting of the Board. This decision requires immediate approval by a majority vote of trustees at a public meeting of the Board.
 - 3.5 For subsequent occurrences, a motion of censure against the trustee in question may be brought directly to a public meeting of the Board. This motion shall be approved by a majority vote of trustees present at such a meeting.

4. For a violation of all other sections of the Code of Conduct corrective measures may include:
 - An aggrieved trustee going to the offending trustee to seek resolution if the matter is between those trustees;
 - The Chair and Vice-Chair meeting with the offending trustee to seek resolution, having the matter discussed in an in-camera session of the board to seek resolution;
 - The board authorizing the Chair to send a letter of clarification or direction to the trustee:
- 1.1 If the matter is not resolved through such means or if the Board deems the offence to be of such magnitude to warrant, the Board Chair shall write a letter of censure marked "Personal and Confidential" to the trustee in question. This occurs only after having such action discussed and agreed upon by a majority vote of trustees present at a closed meeting of the Board. A majority of trustees at a public meeting of the Board shall immediately approve this decision. A motion to remove the trustee in question from one, or more, of all Board appointments also may be presented.

Reference: *The Education Act, 1995*, Section 85
The School Division Administration Regulations, 2017, Sections 11, 12, 13

October 2, 2018