

Policy 4

TRUSTEE CODE OF CONDUCT

The Board commits itself and its members to ethical and appropriate conduct. This includes proper use of authority, appropriate decorum, and demonstrating respect when acting as members of the Board.

Specifically, trustees shall:

1. Serve Prairie South School Division to the best of their abilities, and shall be accountable for making decisions in an effort to meet the educational needs of all students. This accountability supersedes any conflicting loyalty such as that to advocacy or interest groups and membership on other boards. It also supersedes the personal interest of any member of the Board acting as a consumer of the Prairie South School Board of Education services.
2. Devote time, thought and study to the duties of a trustee so that they may render effective and creditable service.
3. Work with their fellow trustees in a spirit of harmony and cooperation in spite of differences of opinion that arise during vigorous debate of points of issue.
4. Express any contrary opinion respectfully and honestly, and without making disparaging remarks.
5. Work to communicate accurately to the electorate all the facts about our schools.
6. Ensure the Division is fiscally secure and its assets are well maintained.
7. Respect and maintain the confidentiality of in-camera information.
8. Avoid conflict of interest with respect to their trusteeship responsibilities:
 - 8.1. There shall be no conduct of private business or personal services between any member of the Board and the organization except as procedurally controlled to assure openness, competitive opportunity and equal access to "insider" information;
 - 8.2. When the Board is to decide upon an issue about which a member has declared an avoidable conflict of interest, that member shall absent him/herself without comment from not only the vote, but also from the deliberation;
 - 8.3. Trustees shall not use their positions to obtain employment in the organization for themselves, family members or close associates. Should a trustee desire employment in the organization, (s)he shall first resign;
 - 8.4. Trustees shall disclose their involvement with other organizations, with vendors, or any other associations which might produce a conflict; and
 - 8.5. Trustees shall not accept a pecuniary benefit or gift which exceeds \$100 in value from any person, group or vendor having an association with the Board and shall disclose, to the board, all gifts that have been offered.

In addition;

9. Trustees shall not attempt to exercise individual authority over the organization except as explicitly set forth in policies of the Board.
10. Trustees absent from the Division for a period of 1 month or more shall, for emergency contact purposes, ensure that the office of the Director of Education is made aware of their whereabouts.
11. Consequences for the failure of individual Trustees to adhere to the Trustee Code of Conduct are specified in Policy 4, Appendix A.

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

October 2, 2018