

<b>Section:</b>	<b>Governance</b>	
<b>Title:</b>	<b>Trustee Code of Ethical Conduct</b>	<b>30</b>

**Purpose**

To provide guidance and direction for the ethical behaviour and professionalism of Trustees in the fulfilment of their roles and responsibilities.

**Policy**

Critical trust is invested in the Board by the electorate to govern the affairs and business of the Mission Public School District. Recognizing this, the Trustees commit to conducting the business of the Board in a fair, respectful, and professional manner. This commitment includes using respectful authority and decorum when interacting with other trustees, staff, partner groups, and the community, or when representing the Board of Education or the Mission Public School District.

Trustees will uphold the commitments of the Code of Ethical Conduct policy, and will address any violation of the Code by a Trustee at a closed meeting of the Board.

**Ethical Conduct Commitments**

Trustees will fulfill their roles and responsibilities as a Trustee of the School District considering the following ethical conduct commitments.

**Behaviour:**

- Trustees are expected to use respectful behaviour in all School District and community interactions.
- Trustees are expected to use behaviour that is not disrespectful of others or their opinions.
- Trustees are expected to maintain decorum during all meetings, respecting the protocols of the meeting process and the authority of the Board Chair.
- Trustees will endeavor to work cooperatively in spite of differences of opinion.

**Decision making process:**

- Trustees are expected to give the opinions and objectives of other trustees, staff, partner groups, and the public, their respect and full consideration.
- Trustees are expected to conclude discussions and reach decisions, only after considering all available information and opinions for each situation. Trustees shall remain open to altering a perspective or an opinion after considering other information received in the discussion process. Trustees shall not have an unreasonable bias or closed mind to an issue.
- Trustees must encourage full and open discussions in all matters. Trustees must not dismiss or disregard others when they submit an opinion that is different or contradicts their own opinion.
- Trustees must not withhold or conceal matters or information from other Trustees that would be of concern to the School District.

## Communications:

- After decisions are reached, Trustees are expected to abide by, uphold, and support the final majority decision of the board. Trustees must not undermine the decisions of the Board, even if the Trustee was opposed to a decision.
- Trustees must not discuss the confidential business of the Board outside of a board or committee meeting.

## Conflicts of Interest:

- Trustees are expected to adhere to all applicable legislation regarding conflicts of interest, including the *School Act, Part 5, Conflict of Interest*, and to avoid any actual, perceived, or potential conflicts of interest whenever possible.
- Trustees are expected to declare any conflicts of interests to the Board.
- Trustees are expected to be excused from participating in the decision making process if they are involved in a conflict of interest situation which could compromise the integrity of the School District.

## Personal Gain:

- Trustees must not use the schools, any part of the school program, or their position as a Trustee, for personal advantage or for the advantage of friends or family.
- Trustees must declare any gifts received by virtue of holding the office of Trustee of the Board of Education.

## Trustee Acknowledgment

Upon being elected to a term as a Trustee for the Mission School District, at the Inaugural Board Meeting, Trustees will be asked to commit to this Code of Ethical Conduct.

**Date of Original Board Approval: September 2008 (Policy #5)**

**Date Amended: May 23 2017 (Policy #30)**

*Legal Reference: School Act, Part 5, Conflicts of Interest*

*Cross Reference: Trustee Election Protocol Administrative Procedure*