

POLICY 6

TRUSTEE CODE OF CONDUCT

Trustees as members of the corporate Board 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.

This policy will be included in new-trustee orientations, and will be annually reviewed by the Board.

Specifically

Trustees shall:

1. Serve the children of the District to the best of their ability, always thinking in terms of “students first”.
2. Be loyal to the interests of the District as a whole in the context of Catholic Education. This loyalty supersedes loyalty to:
 - 2.1 Any advocacy or special interest groups; and
 - 2.2 The personal interest of any trustee.
3. Exercise the powers and duties of their office honestly and in good faith. Trustees shall exercise the degree of care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances.
4. Recognize that the Board is a corporation and that authority rests with the Board only in official meetings.
5. Recognize that the Board Chair or designate trustee is the only person authorized to speak to the media on behalf of the Board. Trustees shall not presume to speak for the Board when interacting with the public, media or other entities. Trustees shall represent the Board’s corporate position when interacting with the public or other entities.
6. Recognize that an individual trustee has no legal authority to act for the Board outside official meetings, except as delegated by the Board.
7. Refuse to make individual commitments or take any independent action that might compromise the Board as a whole.
8. Base their decisions on all available facts, respect the opinions of others, and uphold the majority decisions of the Board.

9. Strive to develop positive working and learning relations with one another, the Superintendent and within the District as a whole.
10. Maintain the confidentiality of privileged information, including statements made during in-camera sessions of the Board.
11. Recognize that the Superintendent has full administrative authority for properly carrying out his/her professional responsibilities within the limits of Board policy. All administrative matters, complaints and criticisms will therefore be referred to the Superintendent.
12. Not attempt to exercise individual authority over the Superintendent or any member of the staff. In particular:
 - 12.1 Individual trustees shall make no judgments of the performance of the Superintendent or other staff of the District.
 - 12.2 Trustees shall not encourage direct communication with employees who attempt to bypass administration but shall encourage employees to utilize communication lines within the administration.
13. Recognize that the Superintendent is the Board's Chief Executive Officer and Chief Education Officer, and should be present at all Board meetings except when his/her contract and salary are under consideration.
14. Avoid using their official position to obtain benefit for themselves or family members, or for any business with which trustees or relatives are associated, in accordance with provisions of the School Act.
15. Be properly prepared for Board deliberation.
16. Regularly take part in Board and trustee development activities that will assist them in carrying out their responsibilities.
17. Do their utmost to attend regular Board meetings, meetings of the Board committees that they have been appointed to, and meetings for which they have been appointed to serve as Board representatives.

Reference: Section 76, School Act

