

**SCHOOL DISTRICT NO. 67 (OKANAGAN SKAHA)**

**POLICY**

**POLICY #160 Trustee Code of Conduct**

**RATIONALE**

The Board of Education is comprised of elected members of the community and is fundamental to the effectiveness of the public education system within the community. In British Columbia, boards of education are responsible for public schools (K-12), early learning, and adult literacy. They share these responsibilities as co-governors with the provincial Ministry of Education. Broadly speaking, boards provide district-level policy leadership that enhances student achievement, hire and manage the senior district staff, and ensure the prudent use and control of the district's resources. Locally elected boards of education provide the local autonomy and work to increase community confidence in public education in British Columbia. Boards carry out their work by keeping in touch with their local communities, meeting on a regular basis, reviewing recommendations and reports from staff, and making decisions in the best interests of the students and the district. The day-to-day administration of the education program and conduct of school operation is the responsibility of the Superintendent of Schools and district staff.

**POLICY**

Through the *School Act*, the Minister of Education has vested in the Board of Education the power and authority to govern the district in a fiscally responsible and cost-effective manner. In order to fulfill the Board of Education's responsibilities in an ethical and business-like manner, a Trustee Code of Conduct is critical for:

- Abiding by the *School Act* and the Oath of Office;
- Guiding trustee behavior;
- Determining how trustees undertake their role and responsibilities;
- Advocating for learners in the community; and
- Reflecting the community's values in the public education system.

ADOPTED: October 6, 2014

Reviewed/Revised:  
Statutory Reference:

## **REGULATIONS AND PROCEDURES**

**POLICY #160 Trustee Code of Conduct**

### **1. CODE OF CONDUCT**

The following is the Trustee Code of Conduct. As a trustee I will...:

1. Observe the bylaws, policies and regulations of School District No. 67 (Okanagan Skaha); the *School Act*, Regulations and Orders; and other relevant statutes.
2. Advocate providing the best quality of education possible for our students in a fiscally responsible manner and will strive for public schools that can meet the individual needs of all children regardless of their ability, race, sex, creed, social standing or unique conditions.
3. Devote time, thought and study to trusteeship so that I may render effective and credible service as an advocate for students and public education
4. Base my personal decision upon all available facts in each situation and vote in an unbiased manner in every case.
5. Be cognizant of legislation and policy concerning conflict of interest and will abstain from discussing or voting on issues where such conflict exists. I will not attempt in any way before, during or after the meeting to influence voting and will not use my position for personal advantage or for the advantage of friends and/or family.
6. Abide by majority decisions of the Board and will accept these decisions as essential to the democratic process and remember at all times that as an individual, I have no legal authority outside the meetings of the Board, and will not undermine these decisions.
7. Hold the closed business of the Board in strictest confidence and shall continue to do so after my trusteeship has ended.
8. Treat my fellow trustees and staff with respect and consideration in order to facilitate a full and open discussion of the business at hand by attending all Board, committee and external agency meetings to which I am appointed. As a courtesy, I will notify the Board Office or Chair of any absences.
9. Recognize the role of the Superintendent as Chief Executive Office responsible for the day-to-day administration of the school district and will not in any way interfere with, or undermine the Superintendent's authority.
10. Do everything possible to maintain the integrity, confidence and dignity of the office of Trustee.

**2. VIOLATION OF THE CODE**

Trustees are encouraged to seek appropriate conciliatory measures prior to commencing in making an official complaint with regard to a violation of this Code of Conduct. A violation of this Code of Conduct may result in the Board instituting, without limiting what follows, any or all of the following sanctions which may only be implemented by a motion of those trustees present at a closed (in-camera) meeting of the Board:

- a. Having the Board Chair write a letter of concern/warning;
- b. Having the Board Chair write a letter of censure;
- c. Having a motion of censure passed and removing the trustee from some or all Board committees or other appointments of the Board.

The plaintiff will be given opportunity to respond to the complaint prior to any motions being made.

**ADOPTED:**      October 6, 2014

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