

Policy 4

TRUSTEE CODE OF ETHICS

The Board commits itself and its members to ethical and appropriate conduct. It is expected that all personal interactions and relationships will be characterized by mutual respect, which acknowledges the dignity and affirms the worth of each person.

Specifically

1. While elected from specific sub-divisions, trustees must represent the best interests of the entire Division. This accountability supersedes any conflicting loyalty such as that to advocacy or interest groups and membership on other Boards or staffs, or acting as an individual consumer of the Division's 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. Work together with fellow trustees to communicate to the electorate all the facts about our schools.
5. Support the provincial and national school board associations for the future of trusteeship in this province and the nation.
6. Provide effective trustee service to the community in a spirit of teamwork and devotion to public education as the greatest instrument for the preservation and perpetuation of our representative democracy.
7. Represent the Board responsibly in all Board-related matters with proper decorum and respect for others.
8. Trustees shall abide by the Code of Ethics for trustees established by the Saskatchewan School Boards Association (see Policy 4 – Appendix A).
9. Trustees shall respect the confidentiality appropriate to issues of a sensitive nature.
10. Trustees shall avoid conflict of interest with respect to their trusteeship responsibility:
 - 10.1 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;
 - 10.1.1 A trustee shall not become directly interested in a contract entered into by or on behalf of the Board.

- 10.1.2 A trustee shall not participate directly in the profit or benefit arising from a contract entered into by or on behalf of the Board.
 - 10.1.3 A trustee shall not hold any office or position with the Board of which he/she is a member.
 - 10.1.4 A trustee shall not perform any duty, transact any business or do anything for or in expectation of a fee, gain or reward.
 - 10.2 When the Board is to decide upon an issue about which a member has a conflict of interest, that member shall absent him/herself without comment from not only the vote, but also from the deliberation;
 - 10.3 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;
 - 10.4 Trustees shall disclose their involvement with other organizations, with vendors, or any other associations which might produce a conflict; and
 - 10.5 Trustees who receive a pecuniary benefit or gift which exceeds fifty dollars (\$50.00) in value from any person or group having an association with the Board shall disclose the matter at a closed meeting of the Board.
11. Trustees shall not attempt to exercise individual authority over the organization except as explicitly set forth in policies of the Board:
- 11.1 Trustees' interaction with the Director or with staff shall recognize the lack of authority vested in individuals except when explicitly authorized by the Board;
 - 11.2 Trustees' interaction with public, media or other entities shall recognize the same limitation and the inability of any member of the Board, except for the Chair, to speak for the Board. Trustees may speak about what the Board has decided, and individuals may state the reason for their vote; and
 - 11.3 Trustees shall not give undue weight to an individual's judgment of the performance of the Director or of staff.
12. Trustees absent from the Division for an extended period shall, for emergency contact purposes, ensure that the office of the Director is made aware of their whereabouts.
13. Consequences for the failure of individual Trustees to adhere to the Trustee Code of Ethics are specified in Policy 4 – Appendix B.

Reference: Sections 68, 69, 70 Education Act