

## TRUSTEE CODE OF CONDUCT AND ETHICS

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The **School Act** states that the rights, powers, duties, and liabilities of the Board of Education (Board) rest only with the legally constituted Board as a whole, not with committees of the Board or with individual trustees. Members of the Board exercise their powers and responsibilities as a matter of public trust, and only when the Board is officially in session.

However, it is recognized that Board members hold considerable influence as a result of being elected to public office as a trustee. It is also understood that the Board's ability to influence public policy in matters of education is related to the community perception of the Board as an effective corporate entity through its conduct of the public business.

Therefore, it is important that the Board and its individual members conduct themselves in an ethical and business-like manner. This commitment includes proper use of authority, appropriate decorum in individual and group behaviour, and fair and respectful treatment of students, parents, staff, members of the community,

## REGULATIONS

Therefore, the following is the Trustee Code of Conduct and Ethics for the Burnaby Board of Education:

1. Confidentiality

Trustees will deal appropriately with sensitive issues and maintain the confidentiality of discussions that take place during in-camera sessions.

2. Decision Making

Trustees will base decisions upon all available facts in each situation and vote their honest and unbiased conviction in every case, recognizing that their primary duty is to represent the district in the best interests of learners and the Burnaby community. Trustees will

9. Board Communication

The Board Chair shall provide official communication on behalf of the Board. Individual Trustees will refrain from speaking on behalf of the Board, but may express their own views in a manner consistent with this Code of Conduct and Ethics. Trustees who are asked a question by the media pertaining to Board decisions shall refer the enquiry to the Board Chair for a response.

10. Delegation of Authority

The Board will establish policies by which the District and schools are administered. Board members recognize that the education program and the conduct of school business will be left to the Superintendent/Chief Executive Officer and Secretary-Treasurer/Corporate Financial Officer as designated by the School Act, Regulations, Ministerial Orders, and Board Policy.

11. Working Relationships

Trustees shall work with fellow board members in a spirit of harmony and cooperation and be respectful of differences of opinion. Trustees shall refrain from making discrediting comments about others, engaging in unwarranted criticism, or taking private action that could compromise the integrity or authority of the Board. Trustees shall observe proper decorum and encourage full, open, and courteous discussions in all matters with other Trustees.

12. Social Media

Trustees are individually responsible for the content of their comments, posts and “likes” on social media and must ensure that their use of social media is consistent with the Trustee Code of Conduct and Ethics.

13. Financial Stewardship

Trustees acknowledge that the expenditure of funds is a community trust and will endeavor to see that funds are expended efficiently, economically, and in the best interest of the learners. Trustees shall carry out this function in an open and collaborative manner.

14. Conflict of Interest

Whenever a decision is required on any matter, Trustees are to declare any conflict of interest and will not participate in, vote on, or exert influence on, the decision in which the trustee has a conflict of interest. Trustees shall familiarize and comply with the **School Act** (Part 5 – Conflict of Interest). Other trustees, the Superintendent, and the Secretary-Treasurer, may bring forward to a trustee a concern with respect to a real, potential, or perceived conflict of interest. A trustee may request guidance from other trustees, the Superintendent, and the Secretary-Treasurer in regard to conflict-of-interest matters.

15. Superintendent Evaluation

Trustees recognize that only the Board and not individual trustees may assess the Superintendent’s performance.

The board shall review this policy within six months of the Inaugural Board Meeting.

Date Adopted: 2008-09  
Date(s) Revised: 2021-04-27

Cross References:  
**Statutory:** School Act – Part 5  
Other: