



4.1. Trustees' Integrity and Dignity of Office

- a. Shall discharge their duties loyally, faithfully, impartially and in a manner that will inspire public confidence in the abilities and integrity of the Board
- b. Will commit themselves to dignified, ethical, professional and lawful conduct
- c. Responsibility is to the global community of PRSD with regards to education
- d. Shall recognize that the expenditure of school board funds is a public trust and endeavor to see that the funds are expended efficiently, in the best interest of the students

4.2. Trustees' Avoidance of Personal Advantage and Conflict of Interest

- a. Shall not accept a gift from any person or entity that has dealings with the Board if a reasonable person might perceive that the gift could influence the Trustee when performing his or her duties to the Board
- b. Shall not use their office to advance the Trustee's interests or the interests of any family member, person or organization with whom or with which the Trustee is related or associated
- c. Shall not use their office to obtain employment for a family member
- d. Shall ensure that their comments are issue-based and not personal, demeaning or disparaging with regard to staff or fellow Trustees
- e. Will comply with the disclosure requirements contained in the *PSA* sections 36 – 39.8

4.3. Trustees' Civil Behaviour

- a. Shall not engage in conduct during meetings of the Board or committees of the Board, and at all other times that would discredit or compromise the integrity of the Board
- b. Shall not advance allegations of misconduct and/or a breach of this Code of Conduct that are trivial, frivolous, vexatious, made in bad faith or vindictive in nature against another Trustee
- c. When expressing individual views, Trustees shall respect the differing points of view of other Trustees, staff, students and the public
- d. When using social media, Trustees shall do so responsibly, including an acknowledgement that opinions expressed are those of the individual, not of the Board

4.4. Trustees' Respect for Confidentiality

- a. Shall keep confidential any information disclosed or discussed at a meeting of the Board that was closed to the public unless required to divulge such information by law or authorized by the Board to do so
- b. Shall not use confidential information for either personal gain or to the detriment of the Board



- c. Shall not divulge confidential information, including personal information about an identifiable individual or information subject to solicitor-client privilege that a Trustee becomes aware of because of his or her position, except when required by law or authorized by the Board to do so

4.5. Trustees' Upholding Decisions

- a. Shall accept that authority rests with the Board, and that a Trustee has no individual authority other than that delegated by the Board
- b. Must be able to explain the rationale for a resolution passed by the Board. A Trustee may respectfully state their position on a resolution provided it does not in any way affect the resolution
- c. Shall comply with Board policies, procedures, by-laws, and Roberts Rules of Order
- d. The Board may assign a spokesperson to the public on behalf of themselves

4.6. Enforcement of the Code of Conduct

- a. Identifying a Breach of the Code
 - i. A Trustee who has reasonable grounds to believe that a Trustee has breached the Board's Code of Conduct may bring the alleged breach to the attention of the Board. This should be done through the Chair of the Board
 - ii. Any allegation of a breach of the Code must be brought to the attention of the Chair no later than one month after the breach comes to the knowledge of the Trustee reporting the breach. Notwithstanding the foregoing, in no circumstance shall an inquiry into a breach of the Code be undertaken after the expiration of four (4) months from the time the contravention is alleged to have occurred
 - iii. It is expected that whenever possible, allegations of a breach of the Code of Conduct by a Trustee shall be investigated following the informal process. It is recognized that from time to time a contravention of the Code may occur that is trivial, or committed through inadvertence, or an error of judgement made in good faith. In the spirit of collegiality and the best interests of the Board, the first purpose of alerting a Trustee to a breach of the Code is to assist the Trustee in understanding his/her obligations under the Code. Only serious and/or recurring breaches of the Code by a Trustee should be investigated following the Formal Complaint Procedure
 - iv. Any allegation of a breach of the Code of Conduct shall be investigated following the Informal or Formal Complaint Procedures as per PSA



b. Chair/Presiding Officer

- i. The Code of Conduct applies equally to the Chair of the Board. In the case of an allegation of a breach of the Code by the Chair, wherever a process requires action by the Chair, it shall be modified to read the Vice-Chair
- ii. The Chair of the Board or Presiding Officer of any meeting of the Board or committee of the Board shall exercise their powers in a fair and impartial manner having due regard for every Trustee's opinion or views

4.7. Trustee Ethics

As a member of PRSD Board of Trustees, I will strive to improve public education, and to that end I will:

- a. Attend all regularly scheduled board and respective committee meetings insofar as possible, and become informed concerning the issues to be considered at those meetings
- b. Make policy decisions only after full discussion at committee and board meetings
- c. Render all decisions only after full discussion at committee and board meetings and based on available facts and independent judgement, and refuse to compromise that judgement to individuals and special interest groups
- d. Encourage the free expression of opinion by all Trustees and use the proper channels of communication
- e. Work with other Trustees to establish effective board policies and to delegate authority for the administration of the schools to the Superintendent/CEO
- f. Communicate to other Trustees and the Superintendent/CEO expressions of public reaction to board policies and school programs
- g. Keep informed about current educational issues by individual study and through participation in programs providing needed information
- h. Support the employment of those people best qualified to serve as school staff, and insist on a regular impartial evaluation of all staff
- i. Avoid being placed in a position of conflict of interest and refrain from using my board position for personal or partisan gain
- j. Take no private action that will compromise the board or administration, and respect the confidentiality of information that is privileged
- k. Remember always that our first and greatest concern must be the educational welfare of the students attending the schools of PRSD



- l. Recognize that authority rests with the Board and not with individual Trustees
- m. Refrain from making statements to the media without authorization
- n. Associate with members of other school boards, both personally and in conferences, for the purpose of discussing educational issues and co-operating in the solution of them
- o. Associate with other Boards through MSBA, to utilize the services of MSBA, to give proper considerations to its recommendations, and to promote its growth and objectives