



Policy 4: Trustee Code of Conduct

Purpose:

The *Education Act*, Section 96 (3), requires that the Board establish a code of conduct for its members. In keeping with this directive and recognizing the need to establish standards of conduct, the Board has adopted the following Code of Conduct.

Trustee Code of Conduct

As a member of the Board of Trustees, I will do my utmost to represent the interests of our stakeholders by providing leadership and maintaining the integrity of Yellowknife Education District No. 1.

In carrying out the duties of a Trustee, I recognize the importance of a standard of conduct, and I will:

1. Work to serve the community of Yellowknife by improving the quality of education;
2. Recognize that the expenditure of District funds is a public trust, and will endeavour to see all such funds are expended responsibly;
3. Recognize that authority rests with the Board in legal session and the individual Trustees, including the Chairperson, will have power only if and when the Board, by vote, has delegated such authority;
4. Work with fellow Trustees, volunteers and District staff in the spirit of cooperation;
5. Attend all meetings of the Board and any committees to which appointed. Strive to inform the Board or committee Chairperson if unable to attend any scheduled Board or committee meeting;
6. Share information which is of interest to the Board;
7. Refer all complaints to District Administration, and discuss, as a Board, only those complaints that remain unresolved after a reasonable period of time;
8. Strive to keep informed on education issues;
9. Not use my position as Trustee solely for personal gain, apart from the total interest of the Board;
10. Maintain the confidential business of the Board and continue to do so after leaving the Board;
11. Comply with Board policies and practices as well as the *Education Act* and any other relevant legislation;
12. Support decisions of the Board;



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13. Support, advise and encourage the Superintendent;
14. Direct all requests by individuals or delegations for appearance at Board or committee meetings to the superintendent; and
15. Conduct myself in a professional manner at all times while representing the Board.

References/Related Documents:

- Education Act
- Administrative Procedures

| Revision History | | | |
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| Revision | Revision Description | Approved Date | Review Date |
| 1-3 | Adopted and revised before the revision table was included. Going forward a summary for the changes will be included | May 2008 September 2012 June 2017 | 2022-2026 Board |
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