

## Policy 4 - Trustee Code of Conduct

---

The Board commits itself and its members to conduct that meets the highest ethical standards. 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. Each trustee, representing all the citizens of the community and responsible to this electorate through the democratic process, recognizes:
  - 1.1. That fellow citizens have entrusted them, through the electoral process, with the educational development of the children and youth of the community.
  - 1.2. That trustees are the children's advocates, and their first and greatest concern is the best interest of each and every one of these children, without distinction as to who they are or what their background may be.
  - 1.3. That trustees are educational leaders who realize that the future welfare of the community, of the Province of Alberta, and of Canada depends in the largest measure upon the quality of education they provide in the public schools to fit the needs of every learner.
  - 1.4. That, legally, the authority of the Board is derived from the Province, which ultimately controls the organization and operation of the Division and which determines the degree of discretionary power left with the Board and the people of this community for the exercise of local autonomy.
  - 1.5. That trustees must never neglect their personal obligation to the community and their legal obligation to the Province, nor surrender these responsibilities to any other person, group, or organization but that, beyond these, trustees have a moral and civic obligation to the nation which can remain strong and free only so long as public schools in Canada are kept free and strong.
2. The Board expects each Trustee to adhere to the following Code of Conduct:
  - 2.1. Devote time, thought and study to the duties of a Trustee so that they may render effective and creditable service.
  - 2.2. 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.
  - 2.3. Consider information received from all sources and base personal decisions upon all available facts in every case; unswayed by partisan bias of any kind, and thereafter, abide by and uphold the final majority decision of the Board.
  - 2.4. Work together with fellow trustees to communicate to the electorate.

- 2.5. Provide leadership to the community through setting goals and policies for educational programs and by regularly evaluating these in the light of the wishes and expectations of the community.
- 2.6. Remember at all times that individual trustees have no legal authority outside the meeting of the Board, and therefore relationships with school staff, the community, and all media of communication are to be conducted on the basis of this fact.
- 2.7. Refrain from using the trustee position to benefit either oneself or any other individual or agency apart from the total interest of the Division.
- 2.8. Recognize that a key responsibility of the Board is to establish the policies by which the system is to be administered, and that the administration of the educational program and conduct of school business shall be left to the Superintendent and Division staff.
- 2.9. Encourage active cooperation by stakeholders with respect to establishing policies.
- 2.10. Support the provincial and national school board associations for the future of trusteeship in this Province and the nation.
- 2.11. 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.
- 2.12. Trustees shall respect and preserve information of a sensitive or confidential nature that is not otherwise available to the public, such as information provided in-camera or information protected under legislation.

---

Reference: Section 33, 34, 51, 52, 53, 64, 67, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96 Education Act

Effective: September 23, 2009

Amended: November 10, 2020