

**ST. CLAIR CATHOLIC DISTRICT SCHOOL BOARD
POLICIES AND PROCEDURES
SECTION A: GOVERNANCE**

TRUSTEE CODE OF CONDUCT	POLICY
EFFECTIVE: 2003 11 25 / 2008 05 28 / 2013 03 05 / 2019 02 26	

POLICY STATEMENT:

The Board expects of itself and its trustees, ethical and businesslike conduct. This commitment includes proper use of authority and respect in group and individual behaviour when acting as board members.

POLICY GOALS:

The Board of Trustees delineates its expectations and the consequences for failing to meet said expectations through this policy and the attendant procedures. It intends to signal to the trustees, the staff and the public that the Board conducts itself in a transparent and even-handed manner. Further, it is the spirit of this policy that Catholic trustees are held to a higher standard and are to conduct themselves accordingly.

DEFINITIONS:

Conflict of Interest – A trustee shall not use or attempt to use his/her position to directly or indirectly benefit himself/herself or his/her spouse, children, siblings or in-laws. In such instances the trustee should remove him/herself from the debate and not vote on the matter before the Board. The decision to disclose such an interest is the responsibility of the trustee and he/she can be held personally liable for failing to disclose and act accordingly.

The *Municipal Conflict of Interest Act* refers to three types of financial interest. A conflict of interest arises where a Trustee has a direct, indirect or deemed pecuniary interest that is before the Board of Trustees and that interest is not remote.

- 1) Direct Interest – a trustee would have a direct interest if the Board was considering buying property owned by the trustee;
- 2) Indirect Interest – a trustee is the senior officer of a company bidding for a board contract;
- 3) Deemed – a trustee’s spouse, child or parent owns a company that is bidding for a board contract

Self-Dealing – The conduct of a trustee that consists of taking advantage of his/her position in a transaction and acting for his/her own interests rather than for the interests of the public he/she represents as a member of the Board.

In-camera – Such meetings are also termed private meetings of the Board and are restricted by legislation as to the topics which may be considered outside the public realm.

REFERENCES:

Modernizing Ontario’s Municipal Legislative Act
Education Act
Municipal Conflict of Interest Act
Municipal Freedom of Information and Protection of Privacy Act