



Trustees' Code of Conduct

The Board of the Edmonton Catholic Schools has a strong commitment to ethical conduct. This includes proper use of authority, and appropriate decorum and business conduct when acting as trustees.

1. Trustees shall act in such a manner as to demonstrate loyalty to the interests of the Edmonton Catholic Separate School District No. 7. This commitment shall supersede any other loyalty that may arise from time to time, such as that to advocacy or interest groups and membership on other Boards or staffs. It shall also supersede the personal interest that a trustee may have as a result of being a recipient of the District's services.
2. Trustees shall act in manner consistent with the conflict of interest provisions of the Organizational Bylaw and the *School Act*. In circumstances where the existence of a conflict of interest may be unclear, trustees are encouraged to discuss the circumstances with the Board in order to ensure that the trustee fulfills all his or her responsibilities to the district in the capacity of the trustee.
3. Trustees shall at all times endeavour to act as a part of the Board as a whole, and avoid circumstances or actions that may be interpreted as an exercise of individual authority. trustees may request information from district staff from time to time as necessary, and in keeping with any established lines of communication. trustees shall advise the Superintendent of major requests for information from district staff in order to facilitate the provision of information and the direction of resources if required to fulfill the request.
4. Trustees shall be at all times endeavour to be aware of and respectful of sensitive issues and the confidentiality of any information shared with trustees in the course of any discussion of those issues. In circumstances where legislation, the Organizational Bylaw or board policies do not specifically apply in relation to the release of confidential or personal information, the trustees shall be respectful of the sensitivity of information and make all reasonable attempts to preserve confidentiality.
5. Trustees will exercise the powers and duties of their office honestly and in good faith, and exercise a degree of care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances.

6. Trustees may not act as the official spokesperson of the Board with external media, but in circumstances where the trustee reasonably deems it necessary to represent the views of constituents through external media, the trustee may do so in his or her capacity as a trustee.

Approved: February 18, 1997

Revised: May 3, 1999, October 23, 2006

Reference: CCSTA Code of Ethics, ASBA Code of Ethics