



Title: TRUSTEE CODE OF CONDUCT

Adopted: February 11, 2014

Revised: June 2017, June 2019

POLICY

It is the policy of the Bloorview School Authority that

- a) Trustees 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) Trustees shall recognize that the expenditure of the school board funds is a public trust. They shall endeavour to see that the funds are always expended in the best interest of the students,
- c) Trustees shall uphold the dignity of the office and conduct themselves in a professional manner while on Board property or otherwise,
- d) Trustees shall ensure that their comments are not personal, demeaning or disparaging with regard to Authority staff or fellow Board members and
- e) Trustees shall participate in trustee development opportunities in order to enhance their ability to fulfill their obligation.
- f) Trustees shall commit themselves to an open and transparent governance process.

GUIDING PRINCIPLES

1. A trustee appointment is a volunteer position. At the same time, it is important to recognize the public trust and responsibility Bloorview School Authority carries and that this trust and responsibility is honoured through determining and enforcing norms of acceptable behaviour.
2. A trustee code of conduct policy contributes to confidence in public education and respect for the integrity of trustees in the community. It deals with acceptable and respectful behaviours.
3. This Code of Conduct and enforcement procedures (see - Allegations of Misconduct) apply to all trustees of the Board, including the Chair of the Board.

4. No trustee shall accept a gift from any person or entity that has dealings with the Authority if a reasonable person might conclude that the gift could influence the trustee when performing his or her duties to the Authority.
5. A trustee shall discharge his or her duties in accordance with the *Education Act* and any regulations, directives or guidelines thereunder and comply with the ***Municipal Freedom of Information and Protection of Privacy Act***, and any other relevant legislation.
6. Every trustee shall respect and understand the roles and duties of the individual trustees, the Board, and the Chair of the Board.

BEHAVIOUR

7. No trustee shall engage in conduct during meetings or committees of the Board, and at all other times, that would discredit or compromise the integrity of the Authority.
8. A trustee shall not allege misconduct and/or a breach of this Code of Conduct that are trivial, frivolous, vexatious and/or made in bad faith or vindictive in nature against another trustee.
9. Trustees shall respect the views of other trustees, staff, students and the public.
10. Trustees shall act with decorum and shall be respectful of other trustees, staff, students and the public.
11. All trustees shall endeavour to work with other trustees and staff of the Authority in a spirit of respect, openness, courtesy, and co-operation.
12. All trustees shall accept that authority rests with the Board, and that a trustee has no individual authority other than that delegated by the Board.
13. Each trustee shall uphold the implementation of any Board resolution after it is passed by the Board.
14. A trustee should be able to explain the rationale for a resolution passed by the Board. A trustee may respectfully state his or her position on a resolution provided it does not in any way undermine the implementation of the resolution.
15. Each trustee shall comply with Bloorview School Authority policies, procedures, by-laws, and Rules of Order (per GOV.001 Governance - Board meetings are conducted in compliance with parliamentary procedure, referencing Robert's Rules of Order, as needed).

ALLEGATIONS OF MISCONDUCT

16. When presented with an allegation of misconduct by a Trustee, the Board shall take whatever appropriate steps are necessary to investigate.

17. At the conclusion of the investigation the Chair will present a Report to the Trustees in an "In-Camera" confidential Board meeting.
18. The Trustee who has been the subject of the investigation and Report shall be given the opportunity to respond in an appropriate and fair manner.
19. Once the Trustee has responded to the allegations the Board may then decide the appropriate action to take
20. .The Trustee in question will not take part in the Board recommendations, if any, such recommendations to be determined "In-Camera".
21. As per the Education Act (sec 218.3), if the board determines that the member has breached the board's code of conduct, the board may impose one or more of the following sanctions:
 - Censure of the member.
 - Barring the member from attending all or part of a meeting of the board or a meeting of a committee of the board.
 - Barring the member from sitting on one or more committees of the board, for the period of time specified by the board. 2009, c. 25, s. 25.
22. The board shall do the following things by resolution at a meeting of the board, and the vote on the resolution shall be open to the public:
 - Make a determination that a member has breached the board's code of conduct.
 - Impose a sanction
 - Confirm or revoke a determination
 - Confirm, vary or revoke a sanction
23. The Board may thereafter confirm its decision in writing to the Minister of Education.