

TRUSTEE CODE OF ETHICS

The High Prairie School Division (HPSD) Board believes the individual trustee must adhere to a Trustee Code of Ethics whereby the trustee strives to represent all the citizens of the community and is responsible to the electorate through the democratic process. The Board further believes that trustees are children's advocates whose first and greatest concern should be the best interest of each student in the Division.

1. Each trustee, representing all the citizens of the community and responsible to the 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. The inherent potential and talent of all children and are steadfast advocates on their behalf. Trustees work to ensure each student has access to high quality educational opportunities and experiences.
 - 1.3. That trustees are educational leaders that engage in policy-making as a way to invest in the future of the community: locally, regionally, and globally.
 - 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.
2. Desirous of operating under the highest standards, the Board believes that all Trustees should be bound by an appropriate code of ethics and, therefore, shall require all Trustees to adhere to the following:
 - 2.1. Confidentiality
 - 2.1.1. Trustees will deal appropriately with sensitive issues and maintain the confidentiality of discussions that take place during in-camera sessions.
 - 2.2. Decision Making
 - 2.2.1. Trustees will regard the well-being of every student as their primary obligation and will consider the individual needs of all children, regardless of ability, race, sex, creed, social standing, or challenging condition.
 - 2.2.2. Trustees will base decisions upon all available facts in each situation and vote in accordance with their primary duty of representing the Division in the best interests of the education of all its students and the broader community.
 - 2.2.3. Trustees will respect and abide by the majority decisions made by the Board.
 - 2.3. Ethical & Respectful Conduct
 - 2.3.1. Trustees will maintain the highest standards of civility and respect accorded to public office and refrain from unwarranted criticism of fellow Board members or division employees.
 - 2.3.2. Trustees will work with fellow Board members in a spirit of harmony and cooperation and will encourage full and open discussions in all matters.
 - 2.3.3. Trustees will not withhold or conceal any information or matter which might impact the division.
 - 2.4. Legal Authority
 - 2.4.1. As individuals, Trustees will have no Board authority outside the meetings of the Board unless the Board has so delegated.
 - 2.5. Integrity
 - 2.5.1. Trustees will do everything possible to maintain the integrity, confidence and dignity of the office of School Board Trustee and will not use their position for personal advantage or for the advantage of friends and/or family.
 - 2.6. Inclusivity
 - 2.6.1. Trustees will provide and encourage inclusive and accessible opportunities for engagement and active participation by community residents.

2.7. Responsibility

2.7.1. Each Trustee will devote time, thought and study of the issues in order to provide effective decision-making and creditable service.

2.7.2. Trustees will endeavour to affect positive change for all students and for the education system by engaging as advocates for public education.

2.7.3. Trustees will assume their duties with diligence by making every effort to attend all Board meetings and serving on standing committees as approved by the Board.

2.8. Duty of the Board

2.8.1. One of the primary functions of the Board is to establish the policies by which HPSP is administered. The Board is responsible to recruit the Superintendent and entrust the day-to-day management of HPSP to the staff through the Superintendent.

2.9. Financial Stewardship

2.9.1. Trustees acknowledge that the expenditure of funds is a community trust and will endeavour to see that funds are expended efficiently, economically, and in the best interest of the learners. Trustees shall carry out this function in an open and collaborative manner.

2.10. Conflict of Interest

2.10.1. Whenever a decision is required on any matter, Trustees are to declare any conflict of interest and will not participate in, vote on, or exert any influence on, the decision in which the Trustee has a conflict of interest.

Legal Reference

Education Act, Section 53

Cross Reference

[Board Policy 4 – Appendix – Trustee Code of Ethics and Board Sanctions](#)

Approval Date

September 2005, 2006, 2007, 2008, 2011, 2014, December 2019, May 2023

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