SCHOOL DISTRICT NO. 52 (PRINCE RUPERT)

AGENDA

REGULAR OPEN SCHOOL BOARD MEETING
MEETING HELD AT BOOTH MEETING ROOM
AND ON ZOOM
Tuesday, October 20, 2026- 7:00 P.M.

1. **Adoption of Agenda**

2. **Presentation(s)**:
   - 2.1 Ben Barak & Jeremy Janz – EV project

3. **Approval of the Minutes of the**
   - 3.1 Open Board Meeting Held on September 29, 2026 (p. 3)

4. **Necessity of Closed Meeting and Agenda**
   - 4.1 Approval of Agenda
   - 4.2 Approval of Minutes of the In-Camera Meeting held September 29, 2026
   - 4.3 Human Resources Report
   - 4.4 Secretary-Treasurer's Report
   - 4.5 Other
   - 4.6 Legal Items
   - 4.7 Information Items
   - 4.8 Old Business
   - 4.9 Items for Release

5. **Correspondence**
   - 5.1 Addressed to the Board
     None
   - 5.2 Copied to the Board
     None

6. **Superintendent of Schools' Report**
   - 6.1 For Board Information:
     - 6.1.1 Enrolment
       - 6.1.1.1 Enrolment graph (p. 8)
     - 6.1.2 Upcoming Projects/Learning/Other

7. **Secretary-Treasurer's Report**
   - 7.1 Statement of Operations September 2026 (p. 9)
   - 7.2 September 2026 Operations Department Reports (p. 11)
   - 7.3 September 2026 Information Technology Department Report (p. 12)

8. **Committee Reports**
   - 8.1 Finance & Building Committee **(Trustees Beil, Maier, Horne)**
   - 8.2 Framework for Enhancing Student Learning **(Trustees Horne, Toye)**

8.3 Provincial Council **(Trustees Horne, Sanchez)**

8.4 Policy Committee **(Trustees Maier, Toye)**

8.4.1 October 13, 2026 Meeting minutes (p. 13)

8.4.2 Policies for Approval
None

8.4.3 Policies for Review
- 8.4.3.1 1110 – Learning Resources Policy (p. 14)
- 8.4.3.2 1130 – Student Support Policy (p. 15)
- 8.4.3.3 1210 – Student Registration and Catchment Area (Elementary) Policy (p. 17)
- 8.4.3.4 5220 – Use of School Grounds and Equipment Policy (p. 18)
- 8.4.3.5 6140 – Role of the Trustee and Trustee Code of Conduct Policy (p. 19)

8.5 District Technology Steering Committee **(Trustee Horne)**

9. **Old Business**

10. **Other**

10.1 Trustee Recognition

11. **Information Items**

11.1 Professional Development Day, October 23, 2026
11.2 Board of Education Meeting, November 3, 2026 (Elections)
11.3 Remembrance Day, November 11, 2026
11.4 Board of Education Meeting, November 17, 2026

12. **10 Minute Question and Answer Period**

13. **Adjournment**

SCHOOL DISTRICT NO. 52 (PRINCE RUPERT)

MINUTES

REGULAR OPEN SCHOOL BOARD MEETING
MEETING HELD IN THE BOOTH MEETING ROOM
Tuesday, September 29, 2026 – 7:00 P.M.

Trustees Present: J. Beil, K. Toye, D. Dalton, L. Sanchez, K. Maier, J. Horne

Staff Present: A. Samoil, B, Verissimo, T. Dickens, K. MacIlroy, J. Marogna, A. Lihou, P. Khaira

Regrets: L. Sanchez

Trustee Maier acknowledged that the meeting is being held on traditional Ts'msyen territory. The meeting was called to order at 7:02 p.m.

1. **Adoption of Agenda**

Motion 20260929-1.0	
Horne	"Be it resolved by the Board of Education of School District No. 52
Maier	(Prince Rupert) that the Agenda is approved as presented."
	Carried

2. **Presentation**

The Superintendent, Andrew Samoil introduced Kristy Tillman, Daniel Sims and students to present on PRMS and CHSS band trip.

Kristy Tillman shared that last year PRMS and CHSS planned a combined trip to Calgary in May. The group attended the studio bell music museum, a dinner theatre (Golden Girls Vegas Vacation), Royal Tyrell Museum of Palaeontology, a bowling and pizza party, and a performance at Devonian gardens. This group attended workshops at the University of Calgary and Calgary Philharmonic Orchestra where they enjoyed the Star Wars symphony. Students provided testimonials of highlights of this trip and shared that this was a memorable experience for them all. The Middle school students enjoyed connecting with the CHSS students on this trip.

Trustees thanked them for their presentation and are happy to see them enjoy this valuable experience.

3. **Approval of the Minutes of the**

3.1 Open Board Meeting held June 16, 2026

Motion 20260929-3.1	
Beil	"Be it resolved by the Board of Education of School District No. 52
Maier	(Prince Rupert) that the minutes of the open Board meeting held
	June 16, 2026 be approved as presented". **Carried**

3.2 Special Open Board Meeting held on July 23, 2026

Motion 20260929-3.2	
Maier	"Be it resolved by the Board of Education of School District No. 52
Dalton	(Prince Rupert) that the minutes of the open Board meeting held
	July 23, 2026 be approved as presented". **Carried**

3.3 Special Open Board Meeting held on September 3, 2027

Motion 20260929-3.3		
Beil	"Be it resolved by the Board of Education of School District No. 52	
Maier	(Prince Rupert) that the minutes of the open Board meeting held	
	September 3, 2026 be approved as presented".	**Carried**

4. **Necessity of Closed Meetings and Agenda**

4.1 Approval of Agenda
4.2 Approval of Minutes of the In-Camera Meeting held June 16, 2026.
4.3 Human Resources Report
4.4 Secretary-Treasurer's Report
4.5 Other
4.6 Legal Items
4.7 Information Items
4.8 Old Business
4.9 Items for Release

Motion 20260929-4.0		
Horne	"Be it resolved by the Board of Education of School District No. 52	
Maier	(Prince Rupert) that the closed meeting be held and that agenda	
	items 1 through 9 be approved."	**Carried**

5. **Correspondence**

5.1 Addressed to the Board

5.1.1 Letter from Prince Rupert Library

Motion 20260929-5.1.1		
Maier	"Be it resolved by the Board of Education of School District No. 52	
Beil	(Prince Rupert) that the letter from Prince Rupert Library be received	
	and filed".	**Carried**

The Chair has responded and the wish was for this letter to come to the Open meeting for clarity.

5.2 Copied to the Board
None

6. **Superintendent of Schools Report**

6.1 For Board Information:

6.1.1 Enrolment
The Director of Instruction, Jean Marogna reported enrolment is 1732 on September 29, 2026.

6.1.1.1 Enrolment graph
Review of graph and trends.

6.1.2 Upcoming Projects/Learning/Other
Superintendent Andrew Samoil reported on the work maintenance staff

did over the summer to get our schools ready.
Meet the staff nights have gone on around the elementary schools.
How are we meeting the literacy and numeracy objectives? :
Enhancing student learning report circulated to trustees for review.
District Speech Pathologist and District Literacy Educational Assistant will be working with individuals and small groups.
The District is strengthening numeracy supports. Lead teachers will be provided with increased release time to get together and discuss strategies.
Mental Health wellness is an ongoing concern. Safer schools presented last week and approximately 30 people attended this.
Preventure is aimed at improving mental health, reducing substance abuse and is highly rated for students. It is used in about 35% of all the school districts in BC.
Truth and Reconciliation is ongoing in our schools. It is important for families to feel welcome in our schools.

Early Learning & Child Care:
Summer program at Conrad had 31 students. Interest continues to grow.
Welcome to Kindergarten had a 95-100 percent attendance rate at all of our schools. Roots of Empathy is expanding to 6 classrooms this year and will be offered at all elementary schools and middle school.

International student program: 5 students – 4 from Brazil and 1 from Germany.

Trustees are encouraged with the growth in the FESL report and all the hard work by staff is evident in this report.

Motion 20260929-6.1.2		
Beil Horne	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the Framework for Enhancing Student Learning Report be approved and submitted to the Ministry of Education."	**Carried**

7. Secretary Treasurer's Report

7.1 Audited Financial Statements 2025-26

Micaela from KPMG presented the Audited Financial statements and answered questions from Trustees.

Motion 20260929-7.1		
Maier Beil	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the Audited Financial Statements be accepted as presented."	**Carried**

7.2 Audit Findings Report

Micaela from KPMG presented the Audit Findings Report and answered questions from Trustees.

7.3 Minor Capital Plan 2027-28

Motion 20260929-7.3		
Beil Horne	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the 2027-28 Minor Capital Plan be approved as presented."	**Carried**

7.4 Major Capital Plan 2027-28

Motion 20260929-7.4		
Maier Horne	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the 2027-28 Major Capital Plan be approved as presented."	**Carried**

7.5 June/July/August 2026 Operations Department Report

The Director of Finance/ Operations presented the Operations report and answered questions from Trustees.

7.6 June/July/August 2026 Information Technology Department Report

The Director of Finance/ Information Technology presented the Information Technology report and answered questions from Trustees.

8. **Committee Reports**

8.1 Finance & Building Committee **(Trustees Beil, Maier, Horne)**

8.2 Framework for Enhancing Student Learning **(Trustees Horne, Toye)**

8.3 Provincial Council **(Trustees Horne, Sanchez)**

8.4 Policy Committee **(Trustees Toye, Maier)**

8.4.1 September 21, 2026, meeting

Trustee Maier presented the minutes of the September 21, 2026, meeting of the Policy Committee and answered questions from Trustees.

8.4.2 Policies for Approval

8.4.2.1 5240 – Child Care Policy

Motion 20260929-8.4.2		
Maier Horne	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the 5240 – Child Care Policy be approved as presented."	**Carried**

8.4.3 Policies for Review

8.4.3.1 4110 – Emergency Preparedness Policy

Motion 20260929-8.4.3		
Maier Horne	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the 4110 – Emergency Preparedness Policy be deleted as policy."	**Carried**

8.4.3.2 4210 – Pandemic Response Policy

Motion 20260929-8.4.3.2		
Maier Horne	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that policy 4210 – Pandemic Response Policy be deleted as policy."	**Carried**

8.5 District Technology Steering Committee

9 Old Business

10 Information Items:

10.1

National Day for Truth and Reconciliation, September 30, 2026
Chair Toye noted that the National Day for Truth and Reconciliation is on September 30, 2026.

10.2

Early Election Voting, October 7 & 14, 2026
Chair Toye noted that the Early Election Voting is on October 7 & 14, 2026.

10.3

Thanksgiving Day, October 12, 2026
Chair Toye noted that the Thanksgiving Day is on October 12, 2026.

10.4

Election Day, October 17, 2026
Chair Toye noted that the Election Day is on October 17, 2026.

10.5

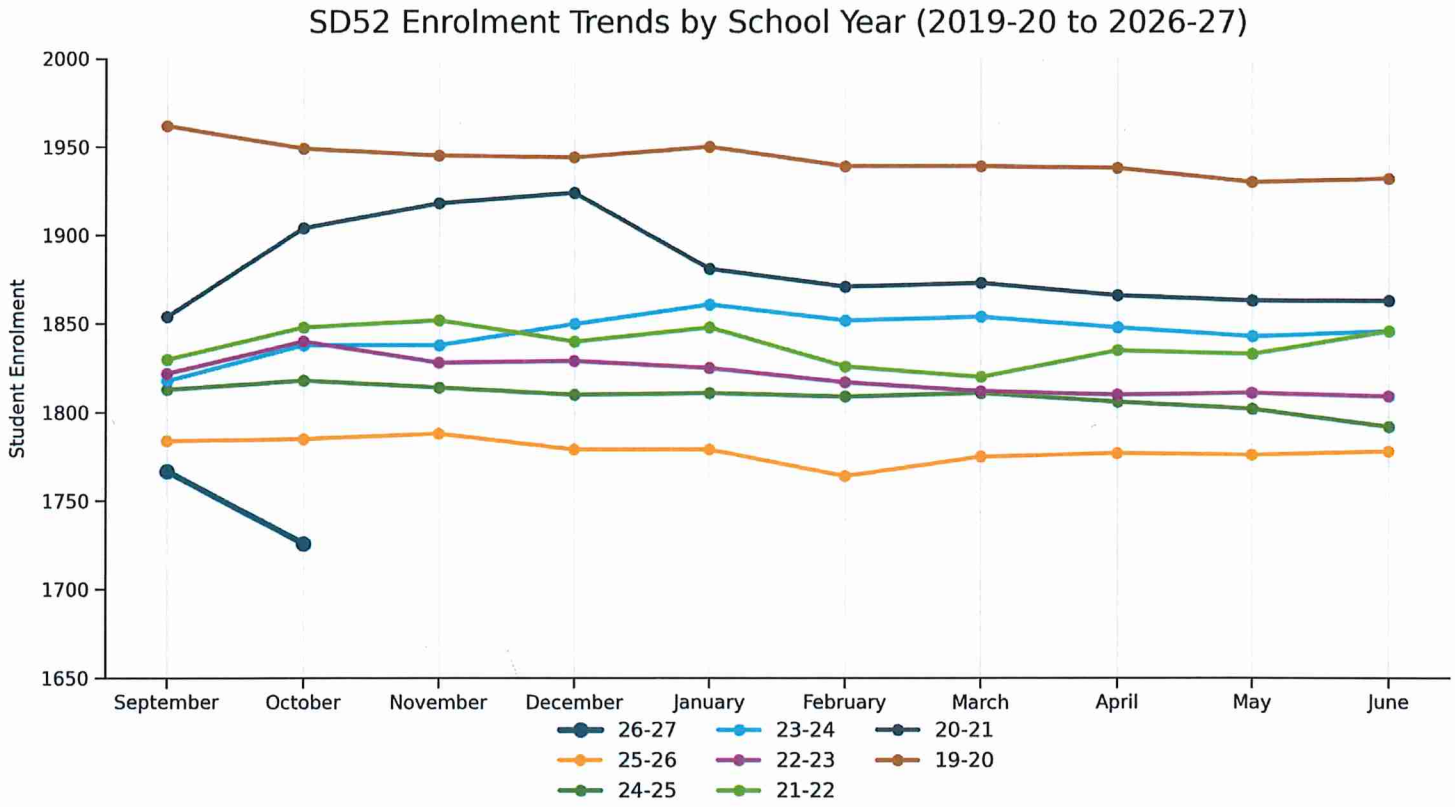
Board of Education Meeting, October 20, 2026.
Chair Toye noted that the Board of Education meeting is on October 20, 2026.

11 10 Minute Question and Answer Period

Q: Regarding the letter from the Prince Rupert Public Library: Can the response letter be made public? She has concerns about the statements made and she wonders do the trustees have confidence in the Superintendent when he made those statements?
A: The Board Chair responded to the Prince Rupert Public Library and Ms. Schwartz is welcome to reply to her by email.

12 Adjournment

Chair Toye adjourned the meeting at 8:10 p.m.



* 2026-27 includes September and October enrolment only.

The Board of Education of School District #52 (Prince Rupert)
Unaudited Statement of Operations/Operating Fund
September 30, 2026

OPERATING FUND	YTD Budget 2026/27	Jul - Sep ACTUALS	Variance Favourable (Unfavour-able)	%	ANNUAL BUDGET 2026/27
REVENUE					
Provincial Grants, MECC	3,201,109	3,201,109	-	0.0%	27,439,823
LEA Funding From First Nations	138,613	138,613	-	0.0%	1,386,131
Provincial Grants, Other	3,248	3,248	-	0.0%	32,483
International Student Tuition	-	-	-	100.0%	58,190
Other Revenue	61,713	200	(61,513)	-99.7%	246,851
Rentals & Leases	46,525	42,015	(4,510)	-9.7%	186,100
Interest Income	36,000	69,509	33,509	93.1%	144,000
Total Revenue	**3,487,208**	**3,454,694**	**(32,514)**	**-0.9%**	**29,493,578**
EXPENSE					
Salaries					
Teachers	1,125,127	1,125,253	(126)	0.0%	11,251,269
Principals & Vice-Principals	527,346	479,730	47,616	9.0%	2,109,382
Education Assistants	159,783	98,685	61,098	38.2%	2,556,530
Support Staff	435,461	351,744	83,717	19.2%	2,456,462
Other Professionals	510,993	523,471	(12,478)	-2.4%	2,043,970
Substitutes/Replacements	146,777	168,537	(21,760)	-14.8%	1,174,412
Total Salaries	2,905,487	2,747,420	158,067	5.4%	21,592,025
Employee Benefits	697,280	626,688	70,592	10.1%	5,175,389
Total Salary & Benefits	3,602,767	3,374,108	228,659	6.3%	26,767,414
Services & Supplies	620,483	510,114	110,369	17.8%	3,461,675
Total Expense	**4,223,250**	**3,884,222**	**339,028**	**8.0%**	**30,229,089**
Net Revenue (Expense)	**(736,042)**	**(429,528)**	**306,514**		**(735,511)**
Indigenous Ed Surplus Included	-	-	-		
Drawn from Reserves	-	-	-		795,511
Capital Asset Purchases	-	-	-		(60,000)
Surplus (Deficit) for Year	**(736,042)**	**(429,528)**	**306,514**		**-**

Fund : 0 Operating

PR	TITLE	Sep	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
Function : 1 Instruction							
02	Regular Instruction	1,469,102.08	1,239,965.56		12,688,217	11,448,251	90
03	Career Preparation	81.08	81.08		6,275	6,194	99
07	Library Services	63,747.25	63,747.25		654,644	590,897	90
08	Counselling	55,352.15	71,864.57		305,871	234,006	77
10	Special Education	376,610.46	426,767.17		5,161,092	4,734,325	92
30	English Language	150.00	150.00		0	-150	0
31	Aboriginal Education	138,461.86	203,158.99		2,159,556	1,956,397	91
41	Business Admin	199,191.88	538,861.57		2,777,495	2,238,633	81
TOTAL FOR Function - 1		2,302,696.76	2,544,596.19	0.00	23,753,150	21,208,554	89
Function : 4 District							
11	Education Admin	47,286.80	146,644.31		595,052	448,408	75
40	Governance	14,826.34	67,953.99		310,929	242,975	78
41	Business Admin	84,582.89	296,327.57	2,588.01	1,183,362	887,034	75
TOTAL FOR Function - 4		146,696.03	510,925.87	2,588.01	2,089,343	1,578,417	76
Function : 5 Maintenance & Operations							
41	Business Admin	21,193.58	62,934.06		332,132	269,198	81
50	Plant Maintenance	215,964.35	633,781.73	26,921.85	2,883,371	2,249,589	78
52	Maintenance Of Grounds	5,787.90	17,938.71		142,363	124,424	87
56	Utilities	19,277.38	65,395.09		641,670	576,275	90
TOTAL FOR Function - 5		262,223.21	780,049.59	26,921.85	3,999,536	3,219,486	80
Function : 7 Transportation							
41	Business Admin	467.00	1,450.22		5,928	4,478	76
70	Student Transportation	29,860.09	47,199.70		381,132	333,932	88
TOTAL FOR Function - 7		30,327.09	48,649.92	0.00	387,060	338,410	87
TOTAL FOR Fund - 0		2,741,943.09	3,884,221.57	29,509.86	30,229,089	26,344,867	87
GRAND TOTAL		2,741,943.09	3,884,221.57	29,509.86	30,229,089	26,344,867	87

PRINCE RUPERT School District No. 52

OPERATIONS DEPARTMENT
K. MacIlroy Director of Operations

Monthly Report to the Board

September 2026

Facilities: This year's school start up has been relatively smooth from the operations side. Weather has been good, so the grounds have had some extra care and a few more outside painting jobs were completed. A couple of playgrounds had new equipment installed and rubber playing surfaces repaired. A ups battery back was ordered and installed for our main server room. Camera wiring continues at CHSS, 40 work orders were completed.

Custodial: Regular routine cleaning is back on schedule for the new school year.

Energy & Boilers have been turned back on. CHSS is in the final phase of the upgrading fire dampeners and the installation of reheat coils. 11 new low temperature boilers were ordered for CHSS with installation taking place next year. 8 more high intensity outside lighting was replaced with a more efficient LED fixture.

Conservation:

Transportation: 6 in town/1 out of town trips.

Health &Safety: Regular school and district meetings have started for the new school year.

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634 6t Avenue East, V8J 1X1
Prince Rupert, B.C.
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www.rupertschools.ca

IT Board Meeting Report
October 2026

1. Conrad Elementary School Camera Upgrade — Completed
   The camera installation is complete, improving site security and camera coverage. The cameras will become operational once IT completes the installation of the school's Network-Attached Storage (NAS) system, which will securely store and provide authorized access to video recordings.

2. CHSS Wi-Fi Access Point Replacement — Ongoing
   The replacement of Wi-Fi access points at CHSS is underway to strengthen wireless coverage, reliability, and network performance.

Report prepared by
Paramjit Khaira

School District No. 52 (Prince Rupert)
Policy Committee
Tuesday, October 13, 2026
5:45 pm

MINUTES

In Attendance : Andrew Samoil
Kate Toye
Galina Mezibroski
Tamara Dickens

The meeting was called to order at 6:03 p.m.

1. Policies for Approval
   a. None

2. Policies for Review
   a. 1110 – Learning Resources Policy
   b. 1130 – Student Support Policy
   c. 1210 – Student Registration and Catchment Area (Elementary) Policy
   d. 5220 – Use of School Grounds and Equipment Policy
   e. 6140 – Role of the Trustee and Trustee Code of Conduct Policy

The committee would like to bring policies 1110, 1130 and 1210 to the board for review. The committee would like to recommend to the board that policies 5220 and 6140 be brought to the November policy committee meeting.

3. Other Business

   None

Meeting Adjourned 6:42 p.m.

Next Meeting: Monday, November 9, 2026

Policy No. ***1110***
Date Approved: ***February 13, 2018***
Date Amended: ***December 18, 2023***

1110 Learning Resources Policy

In accordance with the School Act and the Ministry of Education Learning Resources Policy, the Board of Education "may only use learning resources that the board considers appropriate, are specified in an educational program guide or are recommended by the Ministry of Education." This policy and the accompanying regulations clarify the roles and responsibilities of the Board of Education regarding the selection of learning resources.

The Board supports resource-based learning and encourages teachers to utilize a range of educational media and resources. For the purpose of this statement of policy, the term "learning resource" will refer to any person or material that is used for formal or informal teaching/learning purposes.

The primary objective of learning resources is to support, enrich, and help implement an educational program. The Board delegates the responsibility for the recommendation and selection of learning resources to the Superintendent of Schools in accordance with district criteria.

~~The Superintendent (or designate) and school principals are responsible for ensuring that the approved criteria are known and appropriately applied. The responsibility for vetting recommended resources rests with school principals.~~

Any student, parent or guardian ~~employee~~ of the school district may formally challenge the appropriateness of learning resources used in the district's educational programs (see 1110-30 – Review of Instructional Materials Regulation).

REFERENCES

Ministerial Order 333/99, the Educational Program Guide Order; section 5.
School Act, Section 168 (2) (e)
Ministry of Education Policy, Learning Resources Policy Statement, July 1, 2017
1110-10 Learning Resource Regulation
1110-30 Review of Instructional Materials Regulation
1115 Board Authorized Courses Policy
1115-10 Board Authorized Courses Regulation
Focused Education Resources (formerly BC ERAC) Learning Resources

Policy No. ***1130***
Date Approved: ***June 11, 2019***
Date Amended: ***June 20, 2022***
Position Responsible for updates:

1130 Student Support Policy

The Board of Education is committed to providing all students with an education program that best suits their needs and enables them to achieve their maximum potential in a safe, caring and welcoming environment. Culturally relevant programs and services provide the foundation for healthy students and communities. The Board supports an inclusive education system in which all students are fully participating members in a school community.

The unique needs of individuals and the challenges of a small, remote school district are taken into account when providing support services to students. The Board supports courageous, engaging and personalized learning for all students that inspires success for all students. Where additional services and support for students are needed, decisions are made in consultation with parents, students (when appropriate) and members of the school-based team.

~~Culturally relevant programs and services provide the foundation for healthy students and communities. The Response to Instruction Framework incorporates a flexible continuum of school-wide strategies for all students, targeted supports and intensive supports.~~

~~The Universal Instructional Design Framework brings together many school district initiatives to provide multiple avenues of access to curriculum, instruction, and assessment. Services and support focus on multiple pathways to success and multiple ways of defining success.~~

~~Within these Frameworks students receive maximum benefit from their education program, in accordance with the objectives of Provincial curricula, Board approved programs and school programs.~~

References:

- Ministry of Education Policy: Special Education
- Ministry of Education Policy: K-12 Funding, Special Needs

- Ministry Policy: Distributed Learning: Requirements and Guidelines for Students with Special Needs
- School Act, Sections 75, 79(3), 85(2)(j), 88(1), 168(2)(t)
- Ministerial Order M150/89, Amended M297/95; M32/04; M235/07: Special Needs Students Order
- Ministerial Order 149/89: Support Services for Schools Order
- Ministerial Order 191/94, amended most recently M197/11: Student Progress Report Order
- Ministerial Order M638/95, amended most recently by M261: Individual Education Plan Order
- Prince Rupert School District Response to Instruction (RTI) Framework
- Universal Instructional Design Framework
- 1130-10 – Delivery of Instructional Services to Students with Special Needs Regulation

Policy No. ***1210***
Date Approved: ***January 11, 2011***
Date Amended: ***17-May-22***
Position Responsible for updates: Secretary-Treasurer

1210 Student Registration and Catchment Area (Elementary) Policy

It is in the best interest of students that enrolment in schools and assignment to programs occur in a systematic, equitable and educationally beneficial fashion. School district students are generally expected to attend their neighborhood school according to catchment areas defined by the Board of Education. There must, however, be a balance between school attendance based on designated catchment areas and attendance at a school, for good reasons, as a non-catchment child.
As outlined in the School Act, students will be enrolled in schools and assigned to programs with respect to:

- Age;
- School catchment area;
- Residence location;
- Statutory entitlement; and
- The availability of space, facilities and instructional resources.

Catchment areas are defined by the Board and may be amended.

Space permitting, students may attend a school outside their catchment area. Parents or guardians may request a cross-boundary transfer for their elementary student or students to attend another school in accordance with district regulations.

Related Policies and Regulations:
Regulation 1210-10 Student Registration and Catchment Area (Elementary)

Policy No. ***5220***
Date Approved: ***October 18, 2022***

5220 Use of Schools Grounds and Equipment Policy

The Board supports the use of schools, grounds, and equipment for organized student and teacher activities, at the discretion of the school principal.

Board property may also be used for the provision of childcare programs by either the Board or by licensed third-party child care providers between the hours of 7:00 am and 6:00 pm on weekdays.

The use of board- owned property by licensed child care providers must not disrupt or interfere with space required for K-12 education programs, early learning programs, or extra-curricular activities.

If changes to the use of Board property for childcare are being considered, the Superintendent must assess community need for childcare and will ensure that the district's partner groups have been consulted.

Other personal or group use of schools, grounds, and equipment is subject to the Regulations accompanying this policy.

References:

5220-10 Use of Schools, Grounds and Equipment Regulation

Policy No. ***6140***
Date Approved: ***10-Jun-2014***
Date Amended: ***15-Jan-2024***

6140 Role of the Trustee and Trustee Code of Conduct Policy

POLICY

The Role of the Board is to govern and to set policy for the school district. The School Act gives no individual authority to trustees. The day-to-day administration of the education programs and the conduct of the school operations is the responsibility of the Superintendent of Schools and district staff.

As members of the corporate Board, trustees are accountable to the public for the collective decisions of the Board and for the delivery and quality of educational services. A trustee must serve the community as an elected representative; however, the trustee's primary responsibility is to make decisions in the best interest of the district as a member of a corporate Board. A trustee will not allow any private interest to influence their conduct in public matters and will comply with the requirements of the School Act that relate to conflict of interest.

Trustees will conduct themselves in an ethical and business-like manner. Specifically, trustees will:

1. Abide by the policies of the Board and all applicable legislation and regulations, including the *School Act* and the Oath of Office.
2. Strive to instill the community's trust in the public education system by carrying out their duties in an open and collaborative manner.
3. Base decisions on all available facts and vote their honest and unbiased conviction in every case.
4. Recognize their duty is to represent and advocate for the best interests of all learners in the school district.
5. Do everything possible to maintain the integrity, confidence, and dignity of the office of trustee and not use their position for personal advantage or the advantage of friends and/or family.
6. Trustees shall work with fellow board members in a spirit of harmony & cooperation and be respectful of differences of opinion. Trustees shall refrain from engaging in unwarranted criticism, from making unjustified personal attacks on the reputation or

views of other trustees or staff, or taking private action that could compromise the integrity or authority of the Board. Trustees shall observe proper decorum & encourage full, open & courteous discussions in all matters with other trustees. Information that may be of potential concern should not be concealed or withheld.

7. Be aware that the public has a greater interest in the opinion of an elected official and use discretion at all times to minimize the impression that an individual trustee's statements reflect the corporate opinion of the Board.

8. Respect and abide by the majority decisions made by the Board.

9. Recognize that as individuals, trustees have no authority outside the meetings of the Board unless specifically delegated by the Board. Trustees may speak about what the Board has decided in a public meeting and individuals may state the reason for their vote.

10. Declare any conflict of interest and not participate in, vote on, or exert influence on, a decision in which the trustee has a conflict of interest, as outlined in the Conflict of Interest Policy.

11. Respect confidentiality and not divulge the contents of closed (in-camera) meetings, recognizing that a disclosure could seriously harm the Board's ability to conduct its business.

REFERENCES

- ***BC School Act***
- **School Act, Trustee Oath of Office Regulation**
- **Policy 6130, Role of the Board Policy**
- **Policy 6260, Conflict of Interest Policy**
- **Policy 6310, Role of the Superintendent Policy**
- **Policy 6510, Board Communications Policy**