



Board of Trustees Policy: Trustee Code of Conduct

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Policy Statement

1. James Cook High School Board of Trustees is committed to ethical conduct and culturally responsive practice in all areas of its responsibilities and authority.

Guidelines

2. Every member of the Board will have access to the code of conduct policy, opportunities to discuss its expectations. As members of an effective governance team, each member of the Board of trustees shall:
 - Ensure the learning needs and achievement of all students is paramount and provide them with an education which respects their dignity, rights and individuality
 - Exercise your powers of governance in a way that responds to the tikanga of the students and their whanau in accordance with the intent of Te Tiriti o Waitangi; acknowledging and respecting cultural processes.
 - Respect the integrity of staff, the Principal, parents, students and fellow Trustees.
 - Be loyal to the school and its mission, to its staff, students, and trustees. Maintain and understand the values and goals of the school.
 - Observe the confidentiality of non-public information acquired in their role as a trustee be diligent and attend Board meetings prepared for full and appropriate participation in decision making.
 - Maintain the confidentiality and trust invested in you and not disclose to any other persons such information that might be harmful to the school.
 - Disclose any conflicts of interest with respect to their fiduciary responsibility and in a transaction or decision where they, their family and/or partner, employer or close associate will receive a benefit or gain. A Trustee must not take part in discussion and/or voting in relation to the matter.
 - Act as good employers.
 - Not act independently of any Board decision and speak with one voice through Board policies. Ensure that any disagreements with the Board's stance are resolved within the Board.
 - Not act independently on any matter when approached by members of the community or staff. Such matters must be referred to the Board Chair and the Principal.
 - Refer formal or media contact to the Board Chair or Principal who are the only people empowered to respond.

- Be available to undertake appropriate professional development that is not limited to annual conferences.
- Continually self-monitor performance as a Trustee against policy and other current Board evaluation tools.
- Publicly represent the school in a positive manner.
- First and foremost, Trustees, including Staff and Student Representative must act in the best interest of the students at the school at all times. Their role is not as a staff or student advocate or bring their concerns to the Board

Notes

3. This policy should be read in conjunction with the Education and Training Act 2020 and other official requirements.

Chairperson _____

Date: September 2020

Policy History	
Date	Action
May 2019	Adopted by Board
Sept 2020	Amended
May 2021	Reformatted