

TRUSTEE CODE OF CONDUCT

Section 33(1)(k) of the Alberta Education Act (Act) states that a board shall, “develop and implement a code of conduct that applies to all trustees of the Board, including definitions of breaches and sanctions, in accordance with principles set out by the Minister by order.”

The trustees shall be committed to governing in a faith-filled ethical manner consistent with all Board policies. In addition, trustees are obligated to act in accordance with the Act. As elected stewards of Catholic education, trustees have a particular responsibility to uphold, protect, and promote the Catholic identity, mission, and foundational beliefs of Christ The Redeemer Catholic Schools (CTR). Trustees shall support the Board's role in providing authentically Catholic education, model conduct consistent with Gospel values, and make decisions that advance the spiritual, academic, and holistic formation of students in accordance with the teachings of the Catholic Church and the mission of Catholic education in Alberta.

1. The following Code of Conduct will guide trustees in their actions:

- Trustees will adhere to all tenets of Policy #03, Role of the Trustee.
- When addressing concerns brought forward by a constituent, trustees will remind the constituent that individual trustees do not have the authority to direct administration. Matters related to school administration will be referred to either the principal or the Superintendent of Schools. Trustees will work to actively listen to and communicate with constituents and stakeholders to understand their needs, desires, concerns, and perspectives. In addition, trustees can and should help constituents understand the process to follow to have their concern(s) addressed and provide them with contact information for the Superintendent to address their concern(s) or question.
- Trustees shall endeavour to work with fellow Board members in a spirit of harmony and cooperation in spite of differences of opinion that may arise during debate.
- Trustees shall model Jesus Christ and commit themselves to dignified, ethical, professional, and lawful conduct.
- Trustees shall accurately communicate the decisions, policies, and resolutions of the Board and shall clearly distinguish between the corporate position of the Board and their own personal views.
- Nothing in this Code of Conduct prevents a trustee from respectfully expressing a personal viewpoint, including disagreement with a decision of the Board, provided the trustee does not represent that viewpoint as the position of the Board, disclose confidential or privileged information, or otherwise act contrary to legislation or Board policy.
- Trustees shall exercise the powers and discharge the duties of their office honestly and in good faith.
- Trustees shall keep confidential any personal, privileged or confidential information obtained in their capacity as a trustee and not disclose the information except when authorized by law or by the Board to do so.
- Trustees shall make all disclosures as required under Section 86 of the Act to the Board Chair and to the Corporate Secretary within 30 days of being sworn in, and forthwith after each change to the information.
- Trustees must avoid conflict of interest and the appearance of conflict of interest with respect to fiduciary responsibilities. They shall honour their fiduciary responsibility to the Board which

supersedes any conflicting loyalty such as that to advocacy or interest groups and membership on other Boards or staffs, or acting as an individual user of the division's services.

- Trustees shall advise the Superintendent of any media inquiries received in advance of commenting on behalf of the division. The Superintendent and Board Chair will determine the appropriate spokesperson to respond. Trustees, when speaking to the press, the public, or other entities will support decisions of the Board. They will remember that they do not speak for the Board (the Chair is authorized to speak for the Board). They can speak about what the Board has decided and must not act in a manner that misrepresents the Board, breaches confidentiality, exceeds individual authority, or breaches another Code of Conduct provision.
- Trustees shall disclose the nature of any valid conflict of interest and abstain and absent themselves from discussion or voting on the matter in question as per section 3 of this policy. Otherwise, trustees shall participate fully in voting on all topics at Board or at their designated committee meetings.
- Trustees shall not use their influence to advance personal, family or friends' interests or the interests of any organization with which the trustee is associated.
- Trustees may not attempt to exercise individual authority over the division or a school except when explicitly set forth in Board policies or Board resolutions.
- Trustees shall not attempt to exercise individual authority over the Superintendent or any member of staff.
- Trustees' primary focus is on the governance of the division. Trustees' loyalty is to the interests of the division.
- While elected from specific wards, trustees shall represent the best interests of the entire division.
- Trustees can make recommendations to the Board with respect to the interest of the schools and or communities within the electoral subdivision they represent. This role, however, is superseded by the primary focus on the division as a whole.
- Trustees will work to ensure governance policies and division performance goals are being met;
- Trustees will regularly attend Board meetings prepared for deliberations and accept Board assignments to committees, various task forces, and other Board duties.
- To ensure proper Board planning trustees will work to actively listen to and communicate with constituents and stakeholders to understand their needs, desires, concerns, and perspectives. Trustees will bring this information to the Board table during the planning and review processes.

Additional Conduct Clarifications:

- Trustees must have a valid criminal record check as per CTR's Bylaw 2024-2: A Bylaw to Require Criminal Record Checks for Trustee Nominations.
- A trustee who wishes to seek elected office for the municipal, provincial or federal government shall advise the Board Chair in writing of their intention and shall take an unpaid leave of absence in accordance with applicable legislation.
- When a trustee applies for employment within the division, they must take a leave of absence from the Board to do so. If offered a contract of employment, they must first resign from the Board.
- The requirements of this Code of Conduct apply to a trustee's use of technology, social media, and artificial intelligence where that use relates to, or could reasonably be understood as connected with, the trustee's official role, Board business, or the exercise of trustee responsibilities.
- Nothing in this provision is intended to restrict lawful personal expression except where that expression constitutes a breach of a specific obligation under this Code of Conduct or applicable legislation.
- Trustees shall be responsible and accountable for the ethical and legal use of division resources, including any electronic devices.

2. Further, as Catholic trustees, Board Members:

- Must hold within themselves a deeper understanding of and commitment to the nature of Catholic education.
- Ensure that the essence of Catholic education, formed through partnership of home, school and parish, is recognized and supported in the political arena.
- Ensure the support and encouragement of their community's teachers and school staff by supporting opportunities for faith formation.
- Ensure that their community's educational leaders are able to examine their unique role in shaping the faith life of their school.
- Ensure that their community's students are seen as individuals and given the chance to study in a learning environment permeated by Gospel values and sacramental life.
- Are evangelizers of the good news of Christ in all aspects of their lives.
- Are stewards of their Catholic faith; with care, they tend to it in their own life and they foster it in the lives of all whom they encounter.

3. Conflict of Interest, Personal Involvement, and Recusal

A trustee shall place the interests of CTR and the Board above personal interests, relationships, or advocacy positions, or above constituent concerns when carrying out their governance responsibilities. Trustees have a duty to participate fully in Board deliberations and decisions except where a valid conflict of interest exists. Recusal is intended to protect the integrity of Board decision-making and shall not be used to avoid participation in governance responsibilities.

A trustee shall disclose and recuse themselves from discussion, deliberation, and voting on any matter where:

- the trustee has a pecuniary interest as defined by the Act;
- the Board is deliberating on a matter where the trustee is a complainant or respondent, and the Board is therefore requiring their recusal;
- the trustee's participation may create a reasonable apprehension of bias beyond his or her viewpoints as a trustee;
- a reasonably informed person would conclude that the trustee has a substantial personal interest in the outcome that is distinct from the interests held generally by parents, electors, or members of the school community; or
- the trustee's personal interest, involvement, or relationship may reasonably be perceived as influencing the trustee's ability to fulfill their fiduciary duty to the Board.

A trustee is not considered to be in a conflict of interest solely because they:

- are a parent or guardian of a student within the division;
- have previously expressed an opinion on an educational issue;
- have received communications from constituents;
- campaigned on a particular issue during an election; or
- hold views shared by members of the community.

Procedure

- A trustee who identifies a conflict shall declare the nature of the conflict prior to discussion of the matter.
- The conflict shall be determined as reasonable by the Board Chair.
- The declaration and response by the Chair shall be recorded in the minutes.

- Following the Chair accepted declaration, the trustee shall leave the meeting room and shall not participate in discussion, deliberation, or voting.
- The trustee shall return only after the matter has been fully concluded.
- The minutes shall record:
 - the declaration of conflict,
 - the Chair's acceptance of the reasonableness of the conflict
 - the trustee's departure,
 - the trustee's abstention from discussion and voting, and
 - the trustee's return to the meeting.
- Where uncertainty exists regarding a potential conflict, the trustee is encouraged to seek advice from the Board Chair prior to the meeting.
- The inappropriate use or misuse of conflict of interest declarations, including repeated declarations without reasonable grounds, failure to declare a conflict when required, or the use of recusal to avoid governance responsibilities, may constitute a breach of the Trustee Code of Conduct and may result in investigation and sanctions as provided for under Board policy and the Act.

4. Trustees will conduct themselves consistent with the Canadian Catholic School Trustees' Association Code of Ethics for Roman Catholic School Trustees which include, but are not limited to the following:

- Acknowledge that Catholic schools are an expression of the teaching mission of the Church.
- Provide an example to the Catholic Community by active participation in the communal life of a parish and by a personal lifestyle that reflects the teachings of the Church.
- Support the best possible Catholic education according to the programs approved by the Canadian Conference of Catholic Bishops and the provincial Minister of Education.
- Affirm a strong sense of Christian Community.
- Work to improve personal knowledge of current Catholic educational research and practices
- Provide support, encouragement and prayer for the efforts of all persons engaged in the ministry of Catholic Education in Canada.
- Recognize and defend the democratic and corporate authority of the Board.
- Respect the confidentiality of the Board.
- Strictly support all Board policies.
- Ensure the affairs of the Board are conducted with openness, justice and compassion.

5. Catholic school trusteeship is a unique vocation, which serves the Church and the community. The Catholic school trustee plays an integral part in ensuring that Christ is the heart and soul of every Catholic school. The uniqueness of Catholic education lies in the fact that its purpose and end is holiness.

6. Resolution of Trustee-to-Trustee Concerns and Complaints

Guiding Principle

Trustees recognize that respectful disagreement, diverse perspectives, and robust debate are inherent in effective democratic governance. Trustees shall make reasonable efforts to resolve concerns with one another in a respectful, collaborative, and faith-filled manner, consistent with the dignity of each person and the Board's responsibility to govern in the best interests of CTR. The expression of a lawful personal viewpoint, disagreement with another trustee, or dissent from a decision of the Board does not, on its own, constitute a breach of this Code. Any limitation on a trustee's expression under this Code of Conduct must arise from a legitimate governance obligation, including confidentiality, fiduciary duty, lawful Board authority, procedural requirements, or another specific provision of this Code of Conduct.

A trustee-to-trustee concern shall be addressed through the least formal process appropriate to the circumstances, while ensuring procedural fairness, confidentiality, accountability, and the integrity of Board governance.

Nothing in this section prevents a trustee from initiating a formal Code of Conduct complaint where the trustee reasonably believes the circumstances warrant formal review.

Meeting Procedure Response

Where a concern arises during a Board meeting, committee meeting, or other formal Board proceeding, trustees are expected, where appropriate, to first use the meeting procedures available to them.

This may include:

- a. requesting clarification through the Chair;
- b. asking the Chair to redirect discussion to the motion before the Board;
- c. raising a point of order;
- d. appealing a procedural ruling of the Chair;
- e. requesting that debate remain at the governance level rather than moving into operations; or
- f. requesting that confidential, personal, legal, or operational matters be addressed through the proper process.

The purpose of this stage is to allow the Chair and the Board to address procedural or meeting conduct concerns in the moment, without unnecessarily escalating ordinary meeting disagreement into a formal Code of Conduct complaint.

Use of meeting procedure does not prevent a trustee from later bringing forward a concern or complaint where the conduct may constitute a breach of this Code of Conduct.

Stage 1 — Direct Respectful Resolution

Where appropriate, a trustee who believes another trustee has acted contrary to this Code of Conduct should first seek to resolve the matter directly with the trustee involved.

This may include:

- a. a respectful private conversation;
- b. clarification of what was said or intended;
- c. a request that the conduct cease or be corrected;
- d. an apology or acknowledgement;
- e. agreement about future communication; or
- f. another mutually acceptable resolution.

Trustees are encouraged to address concerns as soon as reasonably possible after the event giving rise to the concern.

Direct resolution is not required where the matter involves harassment, discrimination, bullying, intimidation, threats, safety concerns, serious breaches of confidentiality, potential legal violations, or circumstances where direct resolution would be inappropriate, unsafe, ineffective, or likely to undermine the integrity of the process.

Stage 2 — Chair-Facilitated Resolution

If direct resolution is not appropriate or is unsuccessful, the trustee raising the concern may request assistance from the Board Chair.

The Chair may assist by:

- a. meeting separately with the trustees involved;
- b. facilitating a respectful conversation;
- c. clarifying the applicable provisions of Board policy;
- d. reminding trustees of expectations under the Trustee Code of Conduct;
- e. assisting the trustees to agree on future conduct or communication expectations; or
- f. recommending that the matter proceed to mediation, restorative dialogue, formal complaint, or another appropriate process.

Where the Chair is involved in the concern as a complainant, respondent, witness, or directly affected party, the Vice-Chair shall assume the Chair's role under this section.

Where both the Chair and Vice-Chair are involved, the Board shall appoint another trustee or an external facilitator to administer this stage of the process.

The Chair, Vice-Chair, or designate acts as a process facilitator and shall not make findings of misconduct unless expressly authorized by the Board.

Stage 3 — Restorative, Mediated, or Facilitated Resolution

Where appropriate, and where the parties agree, the Board may support the use of a restorative, mediated, or facilitated resolution process.

Such a process may include:

- a. facilitated dialogue;
- b. restorative conversation;
- c. mediation;
- d. governance coaching;
- e. clarification of expectations;
- f. written commitments regarding future conduct;
- g. communication protocols;
- h. apology or acknowledgement; or
- i. other steps intended to repair harm and restore effective Board working relationships.

An informal, restorative, or mediated resolution is not a finding of breach unless the Board expressly determines that a breach has occurred.

Where resolution is reached, the Chair, Vice-Chair, designate, mediator, or facilitator may document the agreed outcome. The record should be limited to the resolution reached and any future expectations, without unnecessary detail. The resolution may be made publicly available.

Stage 4 — Formal Code of Conduct Complaint

A trustee who reasonably believes that another trustee has breached this Code of Conduct may submit a formal written complaint to the Board Chair.

Where the complaint involves the Board Chair, the complaint shall be submitted to the Vice-Chair.

Where the complaint involves both the Board Chair and Vice-Chair, the Board shall appoint another trustee or external designate to receive and administer the complaint.

A formal complaint shall:

- a. be submitted in writing;
- b. identify the specific provision or provisions of the Code of Conduct alleged to have been breached;
- c. provide sufficient particulars regarding the alleged conduct;
- d. identify relevant dates, locations, individuals, and circumstances where reasonably known;
- e. include supporting documentation available to the complainant; and
- f. be signed and dated by the complainant trustee.

Anonymous complaints shall not be considered under this policy.

Stage 5 — Preliminary Review and Triage

Where a trustee-to-trustee concern is submitted as a formal complaint, or where informal resolution is inappropriate or unsuccessful, the Board Chair, Vice-Chair, or designate shall conduct a preliminary review.

The preliminary review shall determine whether the matter is best addressed as:

- a. ordinary Board disagreement or debate;
- b. a procedural meeting matter;
- c. an interpersonal trustee-to-trustee concern suitable for informal resolution;
- d. a potential breach of the Trustee Code of Conduct requiring formal review;
- e. a matter requiring an independent investigator or ad hoc committee; or
- f. a matter outside the jurisdiction of the Board.

The preliminary review is procedural only. It does not determine whether the alleged conduct occurred and does not constitute a finding of misconduct.

A complaint may be dismissed at the preliminary review stage if it is determined to be:

- a. outside the Board's jurisdiction;
- b. unsupported by sufficient particulars;
- c. frivolous;
- d. vexatious;
- e. made in bad faith;
- f. primarily related to ordinary disagreement or debate; or
- g. more appropriately addressed through another Board process.

Where the matter proceeds, the respondent trustee shall receive notice of the complaint and a fair opportunity to respond in accordance with this policy.

Stage 6 — Notice to the Respondent Trustee

Where a complaint proceeds to formal review, the trustee who is the subject of the complaint shall receive:

- a. a copy of the complaint;
- b. the applicable provisions of the Code of Conduct alleged to have been breached;

- c. supporting documentation relied upon by the complainant, subject to privacy, confidentiality, legal privilege, and procedural fairness considerations;
- d. the process to be followed;
- e. the expected timelines; and
- f. an opportunity to provide a written response.

The respondent trustee shall normally be provided fourteen (14) calendar days to provide a written response, unless the Chair, Vice-Chair, designate, or Board determines that a different timeline is reasonable in the circumstances.

Stage 7 — Investigation or Board Review

Following preliminary review and receipt of the respondent trustee's response, the Board may determine that:

- a. the complaint should be dismissed;
- b. the matter should return to informal, restorative, or mediated resolution;
- c. the matter should proceed to investigation by an independent investigator;
- d. the matter should proceed to review by an ad hoc committee appointed by the Board
- e. the matter should proceed directly to Board consideration where the facts are not substantially in dispute.

Where an investigator(s) or ad hoc committee is appointed, the investigator or committee shall have no actual or reasonably perceived conflict of interest regarding the matter.

The investigator or committee may:

- a. review relevant documentation;
- b. interview the complainant trustee;
- c. interview the respondent trustee;
- d. interview witnesses;
- e. review Board records, correspondence, meeting materials, or other relevant information; and
- f. gather such additional information as may reasonably be required.

The respondent trustee shall be afforded procedural fairness, including:

- a. notice of the allegations;
- b. access to relevant information relied upon, subject to lawful limits;
- c. a reasonable opportunity to respond;
- d. an opportunity to provide evidence;
- e. an opportunity to identify relevant witnesses; and
- f. an opportunity to make submissions before the Board makes a final decision, where appropriate.

The complainant trustee shall also be treated fairly and respectfully and may be provided an opportunity to clarify the complaint, provide relevant information, and make submissions where appropriate.

Except to provide information or submissions when invited by the Board, a trustee who is the subject of a complaint or a trustee who is the complainant shall not participate in Board deliberations or decisions regarding the complaint.

The complainant trustee and respondent trustee may be present for procedural portions of the meeting as determined by the Board, but shall be absent from confidential Board deliberations unless invited by the Board for a specific purpose.

A trustee who is a witness or otherwise directly involved in the matter may be required by the Board to recuse themselves from deliberation and decision-making where participation would create a reasonable apprehension of bias or otherwise undermine the integrity of the process.

Stage 8 — Board Consideration and Decision

The Board shall consider the complaint, any investigation report, any response from the respondent trustee, and any other relevant information at a duly constituted Board meeting.

The Board may receive legal advice as necessary.

Following consideration of the matter, the Board may, by resolution:

- a. dismiss the complaint;
- b. determine that no breach occurred;
- c. determine that a breach occurred which may then require the Board to:
 - impose one or more sanctions authorized by this policy;
 - direct corrective or restorative steps; or
 - refer the matter for further investigation, legal advice, or other appropriate action.

The Board's decision shall be made by resolution.

The Board shall provide written reasons supporting its decision. The written decision shall become part of the Board's official records.

Timelines

Trustees are encouraged to bring trustee-to-trustee concerns forward as soon as reasonably possible, normally within thirty calendar days of becoming aware of the conduct.

The Chair, Vice-Chair, or designate shall normally complete preliminary review within fourteen calendar days of receiving a formal complaint, where practicable.

The respondent trustee shall normally be provided fourteen calendar days to provide a written response.

Timelines may be extended where necessary to ensure fairness, obtain legal advice, support an investigation, accommodate reasonable circumstances, or protect the integrity of the process.

Failure to meet a timeline does not invalidate the process, provided the Board has acted fairly and reasonably in the circumstances.

Confidentiality

All trustees and participants shall maintain confidentiality throughout any trustee-to-trustee concern, informal resolution, formal complaint, investigation, or Board decision-making process, except as required by law, authorized by the Board, necessary to obtain legal advice, or necessary to ensure procedural fairness.

Trustees shall not disclose confidential information, investigation materials, legal advice, draft findings, personal information, or Board deliberations relating to a complaint process unless authorized to do so. The Board's legal counsel shall have access to any materials relevant to the complaint, investigation, response, or other documentation.

Nothing in this section prevents a trustee from obtaining independent legal advice.

Good Faith, Non-Retaliation, and Non-Interference

Trustees shall participate honestly and in good faith in all trustee-to-trustee concern and complaint processes.

Trustees shall not retaliate against, intimidate, pressure, threaten, interfere with, or attempt to influence any trustee, witness, staff member, administrator, investigator, facilitator, mediator, or other person involved in a concern or complaint process.

Trustees shall not use informal resolution, complaint procedures, access requests, external advocacy, public statements, litigation threats, repeated recusals, or other governance processes for the purpose of retaliation, intimidation, personal advantage, delay, disruption, or interference with Board governance.

Such conduct may constitute a separate breach of this Code of Conduct and may be considered by the Board when determining whether a breach has occurred and what sanction, if any, is appropriate.

Trustees shall not misuse Board complaint, recusal, access-to-information, advocacy, communication, legal, or other governance processes for the purpose of retaliation, harassment, intimidation, personal advantage, delay, disruption, or interference with effective Board governance. Such conduct may constitute an independent breach of this Code of Conduct.

Refusal or Failure to Participate

Where a trustee refuses or fails to participate in an informal resolution, preliminary review, investigation, or formal complaint process, the Board may proceed in the trustee's absence where the Board is satisfied that:

- a. the trustee received reasonable notice of the process;
- b. the trustee was provided a reasonable opportunity to participate;
- c. the process remains procedurally fair; and
- d. proceeding is necessary to protect the integrity of Board governance.

A refusal or failure to participate does not prevent the Board from making findings or imposing sanctions where appropriate.

Public Disclosure

The Board may publicly disclose:

- a. the existence of a complaint;
- b. the outcome of the complaint process;
- c. the Board's findings; and
- d. any sanctions imposed;

subject to legal requirements regarding privacy, confidentiality, privilege, procedural fairness, and the best interests of the Division.

7. Trustee Code of Conduct Sanctions

7.1. Purpose of Sanctions

The purpose of sanctions is to:

- a. uphold the integrity of the Board's governance processes;
- b. maintain public confidence in the Board;
- c. promote accountability and corrective action;
- d. restore effective working relationships where possible; and support compliance with Board policy, the Education Act, and the fiduciary obligations of trustees. Sanctions shall be reasonable, proportionate to the breach, and consistent with the Board's statutory authority.

7.2. Factors Considered

When determining an appropriate sanction, the Board may consider:

- a. the seriousness of the breach;
- b. whether the breach was intentional, reckless, or inadvertent;
- c. whether the conduct is isolated or part of a pattern;
- d. the impact on students, staff, trustees, the Superintendent, or public confidence in the Board;
- e. whether the trustee accepted responsibility;
- f. efforts made to repair harm or restore relationships;
- g. previous findings of misconduct; and
- h. any mitigating or aggravating circumstances.

7.3. Available Sanctions

The Board may impose one or more of the following sanctions:

Level One – Corrective Measures

- a. Verbal reminder or direction from the Board Chair;
- b. Written advisory letter from the Board Chair;
- c. Requirement to provide a written undertaking regarding future conduct;
- d. Requirement to participate in governance, ethics, confidentiality, conflict of interest, respectful workplace, or trustee training.

Level Two – Formal Accountability Measures

- a. Written reprimand;
- b. Formal letter of censure;
- c. Requirement to participate in mediation or restorative processes;
- d. Restrictions on acting as a Board representative at events, meetings, conferences, or public functions;
- e. Requirement that communications with staff occur only through the Superintendent or Board Chair.

Level Three – Governance Restrictions

- a. Removal from one or more Board committees;
- b. Removal from committee chair positions;
- c. Removal from Board-appointed representative positions;
- d. Removal from Board working groups, advisory committees, or external appointments;
- e. Restriction from attending events on behalf of the Board;
- f. Restriction from participating in trustee travel or professional development funded by the Board, where permitted by law.

Any imposed restrictions to committees, committee chairs, representative positions, working groups, advisory committees, or external appointments will require a board motion to provide a trustee replacement upon removal.

Level Four – Leadership Restrictions

- a. Removal as Board Chair;
- b. Removal as Board Vice-Chair;
- c. Ineligibility for appointment as Chair or Vice-Chair for a period determined by the Board;
- d. Restriction from serving as the Board's spokesperson.

Level Five – Serious Governance Responses

- a. Public declaration that a substantial and wilful breach of the Code of Conduct has occurred;
- b. Publication of the Board's findings and sanctions;
- c. Requirement to leave the room during future complaint proceedings involving the matter;
- d. Referral to legal counsel for advice regarding potential statutory remedies;
- e. Consideration of proceedings under sections 87-93 of the Education Act where statutory disqualification grounds may exist.

7.4. Misuse of Governance Process

The Board recognizes that governance processes exist to support effective oversight and accountability.

Where a trustee knowingly or repeatedly:

- a. files frivolous, vexatious, or bad-faith complaints;
- b. improperly directs staff;
- c. misuses access-to-information processes for purposes of harassment or intimidation;
- d. attempts to circumvent Board governance processes;
- e. improperly claims conflicts of interest or repeatedly recuses themselves without reasonable grounds;
- f. uses trustee status to advance personal matters or disputes;
- g. engages in conduct that interferes with investigations or complaint processes;
- h. such conduct may constitute an independent breach of this Code of Conduct and may result in additional sanctions.

7.5. Limitation

No sanction imposed under this policy shall prevent a trustee from exercising the statutory duties and responsibilities of an elected trustee unless otherwise authorized by legislation or ordered by a court of competent jurisdiction.

7.6. Progressive Discipline

The Board is not required to apply sanctions progressively.

Where circumstances warrant, the Board may impose any sanction or combination of sanctions it considers appropriate regardless of whether lesser sanctions have previously been imposed.

Legal Reference:

Section 33, 34, 51, 52, 53, 53.1, 64, 67, 79.1, 85, 86, 87, 88, 89 *Education Act*;

Section 61.1 *Election Act*

Local Authorities Election Act

Approved: February 29, 2020

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