

G2. Board Code of Conduct Policy

Outcome statement

The Board will act in an ethical and respectful manner reflecting the special character values of the School.

Scoping

Every member of the Board will abide by the Code of Conduct. Board business will be conducted in an ethical and respectful manner, in accordance with legislation and Board policy.

Expectations and limitations

As members of an effective governance team, each member of the Board shall:

- ensure the needs of all students and their achievement is paramount
- be loyal to the school and its mission
- maintain and understand the values and goals of the school
- protect the special character of the school
- publicly represent the school in a positive manner
- respect the integrity of the principal and staff
- observe the confidentiality of non-public information acquired in their role as a Board member and not disclose to any other persons such information that might be harmful to the school
- be diligent and attend Board meetings prepared for full and appropriate participation in decision making
- ensure that individual Board member do not act independently of the Board's decisions
- speak with one voice through Board policies and ensure that any disagreements with the Board's stance are resolved within the Board
- in the course of Board meetings, disclose any interests in a transaction or decision where they, their family and/or partner, employer or close associate will receive a benefit or gain and leave the meeting for the duration of discussion and/or voting in relation to the matter
- recognise the lack of authority in any individual trustee or committee/working party of the Board in any interaction with the principal or staff
- recognise that only the chair (working within the Board's agreed chair role description or delegation) or a delegate working under written delegation can speak for the Board

- continually self-monitor their individual performance as trustees against policies and any other current board evaluation tools
- be available to undertake appropriate professional development.

Procedures/supporting documentation

- Proprietors handbook for NZ Adventist School Board of Trustees
- School Governance Policies
- School Deed of Integration Agreement

Monitoring

- Each meeting has a scheduled item on the agenda for review of Board processes and conduct.
- An annual appraisal of the Board's activities (including plans, actions, and conduct) is undertaken.

Legislative compliance

- [Education Act 1989](#)

Implementation

1. Implementation and review of the Board Code of Conduct Policy is the responsibility of the Chair
2. All Board members will be introduced to this policy as part of their induction to the Board
3. The Board Code of Conduct Policy will be reviewed every three years or earlier as necessary

Reviewed: 30 June 2020	Next review: 30 June 2023
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