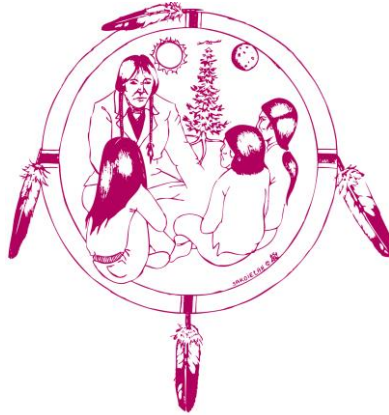


# *Ahkwesāhsne Mohawk Board of Education*



## **POLICY 101 BOARD OF TRUSTEES CODE OF ETHICS**

### **Please Note:**

AMBE policies are governance documents that state the Board's decision related to an area of operation by stating purpose, guiding principles, basic procedures, and key responsibilities.

AMBE senior management is accountable for implementing Board policies, and expected to exercise good judgment when implementing the policies in the context of day-to-day operations. Where appropriate, senior management may decide to develop specific guidelines and procedures, Administrative Frameworks, to ensure the appropriate implementation of Board policy.

This policy was adopted for the first time by the Ahkwesāhsne Mohawk Board of Education (AMBE) on:  
Tsiothohrhkó:wa/January 17, 2019.

Subsequent amendments:  
\_\_\_\_\_, 20\_\_

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## 2. Purpose

The purpose of *Policy 101: Board of Trustees Code of Ethics*, is to set the ethical standards for Board Members in order to establish and maintain public trust in the Board’s integrity, equity and accountability.

*Policy 101* establishes shared values to guide expectations for Board Members conduct.

## 3. Definitions

In order of appearance

3.1	<b>Board of Trustees</b>	A duly called meeting of Trustees to conduct the official business of the <i>Ahkwesāhsne Mohawk Board of Education</i> .
3.2	<b>Board Members</b>	Includes both Trustees ( <i>Elected Members</i> ) and Ex-officio Members ( <i>Portfolio Chiefs and the Director of Education</i> ).
3.3	<b>The Board</b>	Refers to the <i>Ahkwesāhsne Mohawk Board of Education</i> , which includes both the governance and administrative structure.
3.4	<b>Inclusive</b>	Ensuring that systemic biases and/or barriers are removed in order to ensure that everyone feels included, valued and heard.
3.5	<b>Principle of Merit</b>	Pre-determining criteria that is applicable to all decisions related to the Board, students, parents/guardians, teachers, staff, management and contractors. For example, basing selection on specific knowledge skills and experience required for specific position; or defining the criteria to be eligible for a particular grant.
3.6	<b>Advocacy</b>	An activity which aims to influence decisions that will further the <i>Ahkwesāhsne Board of Education’s</i> Mission.
3.7	<b>Stewardship</b>	The careful and responsible management of something entrusted to one's care.

## 4. Principles and Directives

### 4.1. Shared Values:

#### Principles and Directives

4.1.1. The Ahkwasne Mohawk Board of Education recognizes the need to identify expectations for the members of the Board of Trustees based on shared values.

4.1.2. The Board of Trustees’ key values are:

- *Integrity*, being honest, ethical and demonstrating strong moral principles consistent with Akwasne Mohawk culture and traditions;

- *Equity*, treating students, parents/guardians, teachers, staff, management and all members of the *Ahkwesāhsne Mohawk Board of Education* community with fairness, impartiality and the principles of merit; and
- *Accountability*, taking responsibility and being able to justify actions and/or decisions, including accepting responsibility for decisions and actions of those one supervises.

## 4.2. Expectations for Board Members' Conduct:

### Principles and Directives

- 4.2.1. The Ahkwesāhsne Mohawk Board of Education recognizes the Board of Trustees collectively and Board Members individually by exercising the shared values of integrity, equity and accountability.
- 4.2.2. The Board of Trustees believes that Board Members demonstrate *integrity* by:
- Being honest and trustworthy; (207)
  - Respecting policies and procedures; (207)
  - Maintaining confidentiality of all Board discussions including any and all materials, unless compelled by a legal process to disclose such information, or as otherwise agreed by the Board; (207)
  - Consistently identifying real, potential or perceived conflict of interests as it pertains to Board discussions;
  - Actively listening to, considering and acknowledging contributions made by Board Members; (207)
  - Being faithful to the Board and recognizing the value of the Board as a collective; (207)
  - Recognizing that being a Board Member is a privilege and therefore must serve the community without fear or favour; and (207)
  - Acknowledging that as a role model, they must uphold the highest standard of conduct. (207)
- 4.2.3. The Board of Trustees believes that Board members demonstrate *equity* by:
- Adopting, supporting and implementing equity-based policies to provide a framework for the work of the Board;
  - Allocating resources equitably to ensure that all students can learn and succeed academically and socially;
  - Advocating for the removal of barriers to ensure that all students in all classrooms can engage in mastering content; (207)
  - Ensuring that curriculum, programs and services remove barriers preventing students from achieving academic success;
  - Providing a forum for controversial issues to be presented fairly and without prejudice; and (207)
  - Safeguarding the principle of merit as it relates to:
    - All Board decisions;
    - Inclusive based academic assessment; and
    - Hiring policies and practices.
- 4.2.4. The Board of Trustees believes that Board members demonstrate *accountability* by:
- Ensuring the Board follows the Mohawk Council of Akwesasne's laws, regulations and policies, as well as, the Board policies in an ethical manner;
  - Engaging in thoughtful stewardship of resources entrusted to its care;
  - Ensuring stakeholder's trust through honesty and transparency as demonstrated through the sharing of appropriate and relevant information freely, voluntarily, and proactively;
  - Being able to justify the Board of Trustees' decisions with supporting information and data; and

- Accepting responsibility for Board decisions made by majority vote and supporting them publicly.

## 5. Procedures

- 5.1.1. The shared values and expectations for Board Members' Conduct will be reflected in the governance, policy and decision-making of the Board by:
- Ethically and responsibly managing human, financial and material resources it receives for the education of Akwesasne students.
- 5.1.2. If a Board Member does not respect the *Principles and Directives* as articulated in this policy, the Board may:
- Consider disciplinary action as determined by Board of Trustees, that could include dismissal from the Board of Trustees.

## 6. Roles and Responsibilities

- 6.1.1. Board Members will:
- Adhere to the Board of Trustees *Code of Ethics*;
  - Be accountable for ensuring the approval of policies that set out clear guidelines for management of the Board's human, financial and material resources and the administration of the Board's schools, centers, programs and services;
  - Declare any actual, possible or perceived conflict of interest in accordance with the Board *Policy 102 – Conflict of Interest and Nepotism*;
  - Maintain the *Board of Trustees Oath of Confidentiality*;
  - Report any real or perceived violation of the *Board of Trustees Code of Ethics*; and
  - Support approved decisions of the Board of Trustees, regardless of personal opinions or objections.
- 6.1.2. The Chairperson will:
- If a Board Member does not adhere to the policy, discuss with them the opportunity to repair the situation; and
  - If the Board Member is unable or unwilling to repair the situation, bring the violation of the *Board of Trustees Code of Ethics* to the attention of the Board.
- 6.1.3. The Vice-Chairperson will:
- If the Chairperson does not adhere to the policy, discuss with the Chairperson the opportunity to repair the situation; and
  - If the Chairperson is unable or unwilling to repair the situation, bring the violation of the *Board of Trustees Code of Ethics* to the attention of the Board.
- 6.1.4. The Director of Education will:
- At the request of the Board, arrange to provide any training related to the *Board of Trustees Code of Ethics* that may be required.

## 7. Policy Review and Revision

### Principles and Directives:

- 7.1.1. It is important for the policies of the Ahkwesāhsne Mohawk Board of Education to remain current and serve the best interest of Akwesasne students and the Akwesasne community.
- 7.1.2. The Board of Trustees recognizes that this policy should be reviewed at a minimum of every 5 years and/or when the legal or regulatory requirements of the Mohawk Council of Akwesasne change or the Board must meet new government obligations.

**Procedures:**

- 7.1.3. The Board of Trustees will establish a timeline for the regular review of this policy that requires the policy be reviewed at the minimum 5 years from the date of approval by the Board or as required by new circumstance or obligations.

**Roles and Responsibilities:**

- 7.1.4. Board of Trustees will:
  - Establish a timeline for the regular review of this policy and ensure that it is respected; and
  - Ensure that this policy is reviewed at a minimum every 5 years from the date of approval, or when the legal or regulatory requirements of the Mohawk Council of Akwesasne change or the Board must meet new government obligations.
- 7.1.5. The Director of Education will:
  - Initiate a review of this policy at a minimum every 5 years from the date of approval, or when the legal or regulatory requirements of the Mohawk Council of Akwesasne change or the Board must meet new government obligations.