



August 1, 2023

Ref: 291311

Margaret Warcup, Board Chair  
School District No. 82 (Coast Mountains)  
**Email: [margaret.warcup@cmsd.bc.ca](mailto:margaret.warcup@cmsd.bc.ca)**

**RE: School Trustee Codes of Conduct Criteria**

Dear Margaret Warcup:

The Ministry of Education and Child Care and the BC School Trustees Association (BCSTA), in partnership with a sector advisory committee,<sup>22</sup> has co-developed voluntary provincial criteria for school trustee codes of conduct. The intent of this project is to provide trustees with clarity on their roles and responsibilities respecting conduct. Codes of conduct can assist boards to focus on their core responsibilities to deliver educational programs and to support safe and inclusive schools and workplaces.

In the June 2, 2023, DM Bulletin, the Ministry and the BCSTA released the following [criteria](#) for school trustees codes of conduct:

- o Emphasis on student achievement, equity, and well-being;
- o Alignment with BCSTA's six principles/standards (integrity, respect, confidentiality, responsibility, conflict of interest and relationships);
- o Alignment with existing provincial and federal legislation (i.e., *Criminal Code*, *BC Human Rights Code*, *Freedom of Information and Protection of Privacy Act*, *School Act*, *Workers' Compensation Act*);
- o Provisions on:
  - Respectful workplaces & relationships with others;
  - Anti-racism, reconciliation & relations with local First Nations;
  - Acceptable use of social media;
- o Policies and procedures for breaches and sanctions with public accountability;
- o Mechanisms to regularly review and affirm the code;
- o Board training, including with trustee onboarding; and
- o Plain language.

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<sup>22</sup> The Committee includes representatives from the Ministry, BCSTA, the BC Association of School Business Officials (BCASBO), the BC Public School Employers' Association (BCPSEA), the BC School Superintendents Association (BCSSA), and the First Nations Education Steering Committee (FNESC).

To support boards and senior district staff in revising their codes over the 2023/24 school year, a guidelines document and training supports are available [here](#).

Furthermore, a scan of all BC boards' codes of conduct has been completed to better understand and support individual boards in revising their codes of conduct. Based on the scan, the School District No. 82 (Coast Mountains) Board has been identified as not having a code with a breaches and sanctions component. I recommend working with your board to review and update the code with the new provincial criteria. If the board would like to collaborate on or receive support updating the code of conduct or developing a breaches and sanctions component, or if you have any questions or updates on the criteria, please contact the Ministry of Education and Child Care by email at [EDUC.Governance.Legislation@gov.bc.ca](mailto:EDUC.Governance.Legislation@gov.bc.ca).

The Ministry and the BCSTA are requesting that boards submit their revised codes to [EDUC.Governance.Legislation@gov.bc.ca](mailto:EDUC.Governance.Legislation@gov.bc.ca) by April 30, 2024.

We look forward to working in partnership with the School District No. 82 (Coast Mountains) to continue to support student achievement, equity, and well-being.

Sincerely,



Rachna Singh  
Minister

Attachments: School Trustees Codes of Conduct: Provincial Criteria Guidelines

pc: Christina Zacharuk, Deputy Minister  
Cloe Nicholls, Assistant Deputy Minister  
Suzanne Hoffman, CEO, BC School Trustees Association  
Carolyn Broady, President, BC School Trustees Association  
Aaron Callaghan, Superintendent, School District No. 82 (Coast Mountains)