

B. Charter Board Governance and Operations
Policy B-201: Charter Board Member Code of Conduct
Policy

Individual Valhalla Community School (VSF) Charter Board members will maintain a standard of conduct as established in this policy.

Guidelines

The Code of Conduct stipulates that Charter Board members of VSF will:

1. Recognize and respect each member of the school community.
2. Work with fellow Charter Board members in a spirit of harmony and cooperation.
3. Encourage a positive atmosphere where individual contributions and diverse points of view are encouraged and valued.
4. Accept that the Charter Board expresses its will only through a majority decision taken by the Charter Board and will speak corporately as one voice.
5. Hold the interest of all students as paramount in decision-making.
6. Declare actual and potential conflicts of interest and excuse themselves from Charter Board deliberations when appropriate.
7. Respect and maintain the confidentiality of information deemed confidential by the Charter Board.
8. Value and encourage parental participation in their child's education.
9. Recognize and accept that each Charter Board member has no authority or responsibility to direct the Superintendent or staff except as explicitly directed by the Charter Board.
10. Recognize and accept established Charter Board protocols for communication and problem-solving.
11. Practice and promote within the school community the highest standards of respect, responsibility, integrity, self-discipline and compassion.
12. Accept that their role as Charter Board members does not provide them or members of their family with any rights or privileges, as a parent, beyond those of any other parent within the Valhalla Community School community.
13. Abide by the policies and bylaws of VSF.
14. Concentrate on functions related to governing and representing the membership, and not on the administrative, day-to-day operational activities of the school.
15. Commit to thinking and acting in ways that are:
 - Respectful
 - Realistic
 - Adaptable
 - Optimistic
 - Responsible
 - Accountable
 - Focused on improvement

Administrative Procedures

1. Charter Board members will accept that when their actions are perceived to be in contravention of this Code of Conduct, the following process will be implemented.
 - a) Charter Board members will attempt to resolve any issue or concern with another Charter Board member one-on-one. Be specific, describe the problem and your concern, be practical, and have positive suggestions for resolution.
 - b) It is anticipated that Step A will produce a positive resolution in most cases. However, if the behavior persists, the issue may be brought, in turn, to the Charter Board Chair or Vice Chair, then to the Executive Committee of the Charter Board, and then to the entire Charter Board in closed session. At this point, the Charter Board may choose to prepare a "Letter of Censure" to the member in question, outlining the specific expectations of the Charter Board for resolution of the issue.
 - c) If the processes in Step B fail to produce a satisfactory resolution, the Charter Board may ask for the resignation of the Charter Board member. In the event that the Charter Board member does not agree to step down, the Charter Board may require the resignation of the member in accordance with Section 7 of the VSF By-laws.

<i>Approved (B-201):</i>	<i>August 10, 2010</i>
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<i>Legal Reference:</i>	<i>The School Act</i>
	<i>The Alberta Societies Act</i>
	<i>Valhalla School Foundation By-Laws</i>