

Issue Date	October 2, 1997
Revision Date	October 13, 2015
Review Year	2020

**Background/Purpose:**

All members of Aurora School Board committees are responsible to the membership they serve. It is the responsibility of the Board member/committee member to conduct his/her business and financial affairs in a manner which will not impair the public trust.

**Definitions:**

*In this policy "pecuniary interest" has the meaning described in the Education Act.*

**Policy Statement:**

The *Education Act* provides that a Board member shall disclose any pecuniary interest and abstain from discussing and voting on certain matters. Every member of the Aurora School Ltd. who has directly or indirectly any interest in any contract or transaction or in any business or undertaking, which provides supplies or services of any kind to Aurora School Ltd., shall declare his/her material interest in the forgoing. He/she then will absent him/herself from discussion and voting on such contract or transaction.

**Guidelines:**

1. If a member has made a declaration in compliance with the above provisions and he/she has not voted in respect of the contract or transactions, and if he/she has acted honestly and in good faith, he/she is not accountable to the Board for any profit or gain realized and the contract or transaction is not voided.
  - a. The above provisions apply to the members of the various Committees of the Board of Directors. Each committee member in order to make sufficient disclosure is required to do so not only to the committee members, but also to the Board of Directors in writing. Where possible, this disclosure should take place prior to Board or committee discussions of the subject matter, which may place the member in conflict of interest.
  - b. All nominees for election or appointment to committees of the Board of Directors or representative on affiliated groups, including the School Council shall declare in writing all possible potential conflict of interest. These shall be made known to the Board of Directors prior to election/appointment.
2. A conflict of interest shall exist where a member of the Board of Directors or any of its committees is privy to information that may be construed to be confidential and of benefit to that individual or any organization with which he/she may be associated. In such situations a member shall be required to give an undertaking that such information be kept confidential.
3. Nothing in this section shall prevent a member from briefly stating his/her position or interest in the matter or from answering relevant questions from other members.
4. This policy is subject to the Aurora School bylaws and all relevant legislation, including the *Education Act* and the *Companies Act*.
5. It shall be the responsibility of the Board or committee secretary to record in the minutes the member's declaration.
6. The Board of Directors shall have the final authority in any disputed conflict of interest.

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**Accountability:**

*Board Members and Board Secretary in accordance with the Education Act.*

**References:**

Refer to Section 14, *Charter School Regulations*