



Windsor-Essex Catholic District School Board

Section: **Administration**

Policy: **Code of Ethics/Conflict of Interest A:12**

POLICY

1. The Windsor-Essex Catholic District School Board shall comply with all Federal and Provincial laws, specifically the Education Act of the Province of Ontario.
2. The Board shall expect all Trustees and Employees of the Board to:
 - a. Maintain an unimpeachable standard of integrity in all business relationships both inside and outside this organization.
 - b. Optimize the use of resources for which they are responsible so as to provide maximum benefit to the students in the school system.
 - c. Comply with the letter and spirit of :
 - i. the laws of the Education Act and any other Acts pertaining to school boards standards for conducting business;
 - ii. contractual obligations.
 - d. Be dedicated to the highest ideals of honour and integrity in all public and personal relationships in order that they may merit the respect and confidence of the elected and non-elected officials, and of the public.

REGULATIONS

Education Act, Section 217 (1-4)

1. No teacher, supervisory officer or other employee of the Board or of the Ministry shall, for compensation of any kind other than his/her salary as such employee, promote, offer for sale or sell, directly or indirectly, any book or other teaching or learning materials, equipment, furniture, stationery or other article to any Board, provincial school or teachers' college, or to any pupil enrolled therein.
2. Subsection (1) does not apply to a teacher, supervisory officer or any other employee in respect of a book or other teaching or learning materials of which he/she is an author where the only compensation that he/she receives in respect thereof is a fee or royalty thereon.



- 3. No person or organization or agent thereof shall employ a teacher, supervisory officer or other employee of a Board or of the Ministry to promote, offer for sale or sell, directly or indirectly, any book or other teaching or learning materials, equipment, furniture, stationery or other article to any Board, provincial school or teachers' college, or to any pupil enrolled therein, or shall directly or indirectly give or pay compensation to any such teacher, supervisory officer or employee for such purpose.
- 4. Every person who contravenes any provision of subsection (1) or (3) is guilty of an offence and on conviction is liable to a fine of not more than \$500.00

BOARD REGULATIONS

- 1. Breach of any of the provisions detailed in the aforementioned sections of the Education Act shall be considered grounds for possible disciplinary action up to and including dismissal, as the Board deems to be appropriate.
- 2. No Trustee or employee of the Board shall accept any gift or payment that exceeds beyond the bounds of "normal social courtesies" that is connected to any person, firm or corporation interested either as Principal or agent in any sale or supply of services.
- 3. The private use of Board facilities or supplies by any Trustee or employee shall be covered under existing policies of the Board. Payment for such use must be made upon the rendering of an account.

PROCEDURES

- 1. The appropriate Superintendent or designate shall define "normal social courtesies" and if in doubt establish this definition through prior consultation with the Director of Education and/or the Chairperson of the Board.
- 2. In situations where there is an alleged breach of any of the provisions detailed in the regulations, senior administration shall review the matter before presentation to the Board.
- 3. Should the Board determine an infraction has occurred possible disciplinary action, including dismissal, may be acted upon.

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Approved by the Board: April 25, 2000

Related Policy: A:03 Community Use of Schools
F:02 Purchase of Furniture, Equipment and Services

Related Board Committee:

Policy Review Date:2005