



# Conflict of Interest Policy

## Rationale

The board effectively manages actual, potential and perceived conflicts of interest ensuring the integrity of board decisions and reputation of board members.

## Policy Guidelines

The board shall create a register of all board members detailing any interests, relationships or holdings that could potentially result in a conflict of interest. This register shall be updated whenever a board member's circumstances change or a new member joins the board. It should be reviewed at the start of each school year and following trustee elections.

Board members who have a conflict of interest shall be excluded from relevant board meetings (or relevant parts of board meetings).

## Expectations and limitations

All staff and board members will effectively manage conflicts of interest between the interests of the school on one hand and personal, professional and business interests on the other. This includes managing potential and actual conflicts of interest as well as perceptions of conflicts of interest.

Any trustee who has a pecuniary interest or any other interest that may influence them in carrying out their duties and responsibilities as a trustee must be excluded from any meeting while the board discusses, considers anything relating to or decides on the matter.

Any trustee who is a member of the board's staff must be excluded from any meeting while the board discusses, considers anything relating to or decides on any matter relating to their own employment or a complaint received against them.

Any trustee who is a student enrolled at the school must be excluded from any meeting while the board discusses, considers anything relating to or decides on any matter relating to them as an individual student.

**In the course of board meetings, board members will disclose any interests in a transaction or decision where their family and/or partner, employer or close associates will receive a benefit or gain. After disclosure, the person making the disclosure will be asked to leave the meeting for the discussion and will not be permitted to vote on the question.**



## Related Raglan Area School Policies and/or Procedures

This policy must be read in conjunction with the following:

[RAS Board Concerns / Complaints Check List MASTER](#)

[2023 RAS BoT Concerns & Complaints Follow Up](#)

[Disclosure of interest statements](#)

## Legislative compliance

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Reviewed: Nov 2023	Next review: Nov 2026
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Signed Presiding Member:

Date:

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