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| ELK ISLAND CATHOLIC S.R.D. NO. 41 | CODE: BBFA-Policy |
| LEGAL REFERENCES: <i>School Act</i> , Sections 62-67 | TITLE: Board Member Conflict of Interest |
| CROSS REFERENCE: | ADOPTION DATE: November 22, 2000 |
| | REVISION DATE: |

The *School Act* requires Board members (trustees) to disclose any pecuniary interest and abstain from discussing and voting on certain matters.

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| ELK ISLAND CATHOLIC S.R.D. NO. 41 | CODE: BBFA-Guidelines |
| LEGAL REFERENCES: <i>School Act</i> , Sections 62-67 | TITLE: Board Member Conflict of Interest |
| CROSS REFERENCE: | ADOPTION DATE: November 22, 2000 |
| | REVISION DATE: |

1. The Board member is expected to be conversant with Sections 62-67 of the *School Act*.
2. The Board member is solely responsible for declaring himself/herself to be in possible conflict of interest.
 - a) The Board member shall make such declaration in open meeting prior to Board or subcommittee discussion of the subject matter which may place the member in conflict of interest; and
 - b) Upon making such declaration, the member shall request the Board or subcommittee secretary to record the declaration in the minutes.
3. It shall be the responsibility of the Board or subcommittee secretary to record in the minutes the members declaration and the Board member's abstention from the debate, the vote, and absence from the room.