

# Stratford Primary School: Policies

## BOARD: CONFLICT OF INTEREST POLICY

### OUTCOME STATEMENT:

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

### SCOPING:

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 Board 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 Board member who has a pecuniary interest (Financial 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 Board member 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 Board member 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 associate 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.

### PROCEDURES/SUPPORTING DOCUMENTATION:

Disclosure of interest statements

### MONITORING:

The Board will monitor this policy as part of the Tri-annual Self Review Process.

### LEGISLATIVE COMPLIANCE:

- [Education and Training Act 2022](#)

---

Reviewed: 13 February 2023

**Next Review:** First meeting of 2024 (February)

---

## Stratford Primary School: Policies

Board Member	Role	Conflict of Interest Register
Jason Elder	Principal Health and Safety All Committees	N/a
Deborah Campbell	Policy Personnel Suspension committee Staff Representative	Family business: Stratford Glass and Glazing (School window and glass replacement supplier)
Jack Whitikia	Parent Rep Suspension committee Property Committee	Contractor - Armourshield Coatings Wife is the Office Administrator
Le-arna Russ	Presiding member Parent Rep Suspension committee Finance committee	N/a
Nathan Taingahue	Personnel committee Parent Rep Suspension committee	N/a
Fiona Riddick	Finance committee Parent Rep Suspension committee	Work (CMK) sponsors breakfast club
Fiona Jansma	Finance committee Parent Rep Policy committee Suspension committee	N/a