

7.6 EXECUTIVE COMMITTEE CODE OF CONDUCT

By accepting a position on the Executive Committee each member agrees to:

- Demonstrate commitment to the Montessori philosophy
- Model the respect and mutual support that is central to the philosophy of the Montessori school
- Ensure the Committee's focus is on Strategic matters
- Work carefully to ensure that the School is fiscally secure
- Work carefully to ensure the School is operating at a high standard and in the best interests of those it serves
- Represent equitably and respond fairly to the needs of all its constituents
- Be loyal to the Committee and its policies, decisions and other activities
- Accept the principle that the Committee speaks with one voice, and that no one member shall publicly express his or her opinion as a Committee member should this deviate from an agreed Committee position or decision
- Take steps to ensure confidentiality of discussions between Committee members prior to Committee decisions being made
- Be committed to collective responsibility for all matters pertaining to the Committee
- Be committed to representing the Committee and the Organisation in a manner befitting Committee membership status
- Be accountable to Association members for all its actions and decisions.
- Refrain from interfering with the School Director's operational duties and not undermine her or his authority with members of staff
- Bring to the attention of the Committee any issues that may affect the school or association in a beneficial or adverse way
- Refer complaints appropriately as per the Grievance Procedure (4.6)
- Accept that identified confidential matters will not be shared externally to Executive Committee meetings
- Be committed to attending meetings and to be informed about Committee business efficiently and effectively
- Be committed to working collaboratively and constructively as far as possible
- Acknowledge conflicts of interest and adhere to the Conflict-of-Interest procedures
- Not use the school or association for personal advantage, or that of friends, family or business associates
- Not promise or solicit an action prior to a vote
- Identify possible breaches of the above and bring the matter to the attention of the President or Vice President before taking any action and ensure appropriate confidentiality

POLICY REVIEWED	MODIFICATIONS	NEXT REVIEW DATE
February 2022	Checked regulations, updated copy	2024