

BC CONFERENCE SCHOOL BOARD ESSENTIAL COMMITMENTS

7 KEY DUTIES OF BOARD MEMBERS

As fiduciaries, board members must act in the best interest of the school and its stakeholders. The following seven duties define ethical leadership and help mitigate governance risks:

1. **Duty of Knowledge:** Understand the school’s mission, strategic goals, legal structure, and key governing documents (constitution, by-laws and operating policies).
2. **Duty of Care:** Ensure school employees uphold professional and legal standards, prioritizing student well-being, educational quality, and institutional integrity.
3. **Duty of Skill & Prudence:** Apply expertise to make informed decisions, considering both benefits and risks.
4. **Duty to Manage:** Recommend personnel to the BC Conference Office of Education and establish policies that guide school operations,
5. **Duty of Obedience and Solidarity:** Align actions with the school’s constitution, bylaws, and policies. Support board decisions collectively, even if they differ from personal views.
6. **Duty of Loyalty:** Put the school’s interests first, avoiding conflicts of interest or actions that could lead to personal gain.
7. **Duty of Confidentiality:** Maintain the privacy of board discussions and decisions to protect the school and its stakeholders from legal risks.

¹Doukmetzian, K., & Doukmetzian, J. K. C. (2019). *Effective governance: The legal and fiduciary duties of boards*. [The Journal of Adventist Education](#), 81(2), 6-11.

²General Conference of Seventh-day Adventists. (n.d.). *School board quick start guide*. [AdventSource](#).

SCHOOL BOARD MEMBER COMMITMENT

- **Be Prepared:** Prepare for meetings by reviewing materials distributed in advance, thoughtfully considering good questions/contributions.
- **Be Present:** Attend all meetings on time, be fully present, and remain until the end.
- **Engage Fully:** Listen actively, participate openly, and assume positive intent in discussions.
- **Make Informed Decisions:** Consider all perspectives carefully when voting.
- **Uphold Integrity:** Maintain ethical conduct in all board responsibilities.
- **Participate Actively:** Contribute meaningfully to board activities and initiatives.



Board Signature

Date