

**TEMPLATE**  
**\*SCHOOL NAME\* SCHOOL COUNCIL**  
**CONFLICT OF INTEREST BYLAW**

1. A conflict of interest may be actual, perceived, or potential.
2. Members of the council shall declare a conflict of interest in matters that they, members of their families, or business entities in which they may have an interest, stand to benefit either directly or indirectly by decisions of the council.
3. In the event that a member has a conflict of interest with respect to a matter under consideration at a meeting of the \*NAME\* School Council, the member shall:
  - a. declare the conflict of interest at the beginning of the meeting and before the matter is discussed.
  - b. refrain from participating in the discussion of the matter.
  - c. refrain from voting on the matter; and
  - d. refrain from attempting to influence another member of the School Council before, during or after the consideration of the matter.
4. The declaration of the conflict of interest shall be recorded in the minutes of the meeting.
5. *Option: The School Council may, by vote, waive compliance with 2(b) where the declared conflict of interest is deemed trivial.*
6. A member shall not accept favours or economic benefits from any individuals, organizations, or entities known to be seeking new or continued business contracts with the School or the School Council.
7. Examples of conflicts of interest include but are not limited to:
  - a. Employment by the TDSB
  - b. Financial or business interests
  - c. Political interests
  - d. *Option: List other conflicts of concern to your council*

**Bylaw Approved: \*DATE\***