



September 6, 2024

Ref: 301382

Carolyn Broady, Board Chair  
School District No. 45 (West Vancouver)  
**Email: [cbroady@bcsta.org](mailto:cbroady@bcsta.org)**

Dear Carolyn Broady:

In 2023, the Ministry of Education and Child Care and the BC School Trustees Association (BCSTA) partnered with a sector advisory committee to co-develop voluntary Provincial Criteria Guidelines for school trustee codes of conduct. The intent of this project was to provide trustees with clarity on their roles and responsibilities respecting conduct, to optimize their ability to deliver educational programs, and to support safe and inclusive schools and workplaces. The Ministry and BCSTA requested that boards work collaboratively to update their codes of conduct in accordance with Guidelines by April 30, 2024.

I am writing to thank you and your board for taking leadership in aligning your Code of Conduct to the Provincial Guidelines and incorporating best practices. Your participation in this initiative supports effective school board governance and allows trustees to focus on serving and meeting the needs of students in the district.

The BCSTA will continue to support school trustees through ongoing education and training opportunities. If you have any questions or concerns, please contact Suzanne Hoffman by email at [shoffman@bcsta.org](mailto:shoffman@bcsta.org).

Again, I am grateful for your support and your leadership as we work towards continuous improvement in K-12 education and governance.

Sincerely,

Rachna Singh  
Minister

cc: Chris Kennedy, Superintendent, School District No. 45 (West Vancouver)