

Turtle Mountain School Division’s Belief Statement on Diversity, Equity, and Inclusion

Introduction

In Turtle Mountain School division, we believe in:

- Diversity and inclusion — The diversity of the people of Manitoba ought to be represented in Turtle Mountain School Division and the varied talents, perspectives and ideas of employees with different backgrounds and experiences ought to be supported.
- Fairness — Equitable and transparent staffing, classification, employment and pay practices ought to be fundamental to the Turtle Mountain School Division.
- Merit — Appointments to the Turtle Mountain School Division ought to be made on merit and free from political influence.
- Mobility — Opportunities to work across departments and across the Turtle Mountain School Division ought to be fostered.

Every employee of Turtle Mountain School Division is responsible at all times for their professional and ethical conduct. Employees must conduct themselves with the highest degree of integrity, responsibility and accountability.

The Turtle Mountain School Division’s [Belief Statement on Diversity, Equity, and Inclusion](#) is a requirement under [The Public Service Act](#). It outlines the values and expected behaviours of Manitoba’s broader public services as stated in Part 2, Sections 4 and 5 of the Act.

The Board of Trustees support the content in the Turtle Mountain School Division’s [Belief Statement on Diversity, Equity, and Inclusion](#) and expect that all employees of the division support and carry out the expectations outlined within.

Application

For the purpose of this Belief Statement, employee shall mean TMSD Trustees, employees, coaches, volunteers and student practicum teachers. Adherence to the Belief Statement is a requirement for all TMSD employees.

The Belief Statement is not intended to replace, but rather complement, existing policies and administrative procedures. Employees are expected to follow all other policies, administrative procedures, or mandates that affect the unique responsibilities of their position.

The values for an ethical and effective Public Service also apply to the Turtle Mountain School Division Trustees. However, Trustees are “elected officials” who have a fundamentally different role from Turtle Mountain School Division employees. While Trustees have a clear political dimension, they must ensure their interactions with TMSD employees are free from political influence.

Values for an Ethical and Effective Public Service

The Belief Statement is founded on the values for an ethical public service, as described in Part 2, Sections 4 and 5 of [The Public Service Act](#). These values provide a common framework to guide the public service in serving the public in an ethical manner. The following are the values for an ethical public service, including some examples of how these values are demonstrated through the actions and behaviours of employees.

Respect for Others

Employees must treat others with respect, courtesy and dignity, and value the diversity of their fellow employees and the public we serve by being open to the exchange of different perspectives and ideas. Employees should treat others equitably, with fairness and honesty, and remain committed to fostering workplaces free of discrimination and harassment, including sexual harassment and bullying.

Integrity

Employees must exhibit honesty, integrity, consistency and impartiality while maintaining the highest standards of personal and professional conduct. Employees must not conduct themselves in a manner that would reflect adversely on the TMSD. To ensure employees are acting in the public interest, they must resolve conflicts of interest in favour of the public interest; maintain confidentiality of information; handle sensitive information appropriately and discreetly; and conduct themselves in a non-partisan manner.

Accountability

Employees serve the needs, interests, and expectations of the people of TMSD. Further to this, employees should demonstrate leadership and take responsibility for decisions and actions. It is imperative that employees are fiscally responsible and are careful stewards of public resources.

Skill and Dedication

To provide high quality and prompt service, employees must give their best to meet performance standards and organizational requirements. Employees must be open to continual learning and innovation, and must promote excellence through reflection and by maintaining and improving their knowledge, skills, abilities and competencies, as well as assist in enhancing those of their colleagues.

Service

To provide high quality service, employees must provide services fairly, reliably and competently. Employees should focus on quality and outcomes to achieve performance standards, and be transparent to enable public scrutiny.

Collaboration

Employees should invite teamwork and collaboration to maximize strategic investment in delivering services. Employees must engage and collaborate with the public to provide the opportunity to inform, develop and implement services; and advance reconciliation through concrete and constructive partnerships with Indigenous peoples.

Innovation

Employees need to be flexible and creative in the delivery of public services so as to adapt quickly and effectively to changes in priorities and needs of the public. Employees must engage in strategic and predictive decision-making; and experiment and measure results to identify opportunities for new responses to complex problems.

Sustainability

Employees must exercise skill and judgement in the use of public resources in delivering services, and continually evaluate services to determine if those services are meeting the needs of the public in an efficient and responsive manner.

Action Plan and Expected Behaviours

Turtle Mountain School Division Board of Trustees and employees demonstrate the values for an ethical public service through their actions and behaviours. The expected behaviours, actions, and procedures are detailed in the Policies and Administrative Procedures of the Division. The Policies and Administrative Procedures are available on the [Turtle Mountain School Division website](#). Applicable Policies and Administrative Procedures are listed below.

Policies

[Policy A: Mission and Vision](#)

[Policy A-3: Organizational Structure](#)

[Policy A-4: Inaugural and Organizational Meeting](#)

[Policy A-5: Chairperson and Vice-Chairperson](#)

[Policy A-6: Committee Structure, Representation and Procedure](#)

[Policy A-8: Board Meeting Procedures](#)

[Policy A-9: Policy Development and Adoption](#)

[Policy A-11: Workplace Safety Health](#)

[Policy A-13: Delegations and Petitions](#)

[Policy B-1: Trustee Orientation](#)

[Policy B-2: Trustee Code of Conduct](#)

[Policy B-3: Trustee Response to Concerns](#)

[Policy B-7: Working Relationship - Board and Superintendent/CEO](#)

[Policy B-9: The Board's Role](#)

[Policy B-9a: The Trustee's Role](#)

[Policy B-10: Delegation of Authority](#)

[Policy G-21: Principles of Assessment](#)

[Policy H-1: Code of Conduct \(Student\)](#)

[Policy H-2: Respect for Human Diversity](#)

[Policy H-5: Acceptable Student and Staff Use of Information and Communication Technology](#)

[Policy H-8: Appropriate Education Programming Dispute Resolution](#)

Administrative Procedures

[Procedure 2-Z: Employee Discipline Procedure](#)

[Procedure 4-E: Expectations for Coaches, Athletes, Supervisors and Chaperones](#)

[Procedure 6-B: Code of Conduct for Bus Transportation](#)

[Procedure 9-B: Pledge of Confidentiality](#)

[Procedure A-6: Board Organization](#)

[Procedure A-8: Board Meeting Procedure](#)

[Procedure A-11\(4a\) – Harassment Procedure](#)

[Procedure A-11\(4b\) – Violence Procedure](#)

[Procedure A-11\(1c\): Workplace Safety and Health-Statement of Commitment](#)

[Procedure B-1: Trustee Orientation](#)

[Procedure H-1: Responsibility for Conduct](#)

[Procedure H-2: Respect for Human Diversity](#)

[Procedure H-5: Acceptable Student and Staff Use of Information and Communication](#)

[Procedure K-9: Reported Suspected Wrongdoing](#)

[Procedure K-14: Recruitment/Employment Provisions](#)

[Procedure K-16: Code of Conduct for Employees](#)

“Empowering all students to succeed”

Turtle Mountain School Division

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