

BOARD COMMITTEES

The Board of Education may establish committees of the Board to assist with governance functions. Committees have no authority in themselves; all recommendations by a committee require the approval of the Board in a Board meeting. Further, committees of the Board shall never interfere with delegation of authority from Board to Superintendent. For clarity, an Indigenous Education Council is not a committee in accordance with the *School Act*.

Some committees with broad based membership, provide an opportunity to engage with students, Rightsholders, staff, employee and partner groups in areas of Board responsibility. The primary purpose of all committees of the Board shall be to act in an advisory capacity to the Board. The Chair of a committee may place recommendations of the committee before the Board at a meeting of the Board in the form of a proper written motion.

Trustees not appointed to a committee may attend meetings of any Standing Committee of the Board as observers where they may ask questions and provide input on the topics being considered.

Types of Committees

The Board may appoint Standing Committees and Ad Hoc Committees, for which the Board shall prescribe the terms of reference.

Standing Committees provide advice to the Board on an ongoing basis. Standing Committees include:

- Policy Advisory Committee
- Committee of the Whole

Ad Hoc Committees may be established to assist the Board on a specific project for a specific period of time. When the purpose of the Ad Hoc Committee has been accomplished, the committee is retired.

Administration Working Committees are convened by the Superintendent and are not committees of the Board for purposes of this policy.

Terms of Reference

The terms of reference for each committee will be established by Board that will not conflict with the mandate of any other committee. For all standing committees, a quorum shall consist of a majority of the trustee members of the committee. Terms of reference will include:

- whether the committee is a Standing or Ad-Hoc committee;
- a clear description of the purpose of the committee, and any specific deliverables;
- designation of a chairperson;
- designation of any representative groups who will provide input to the committee;
- confirmation of how committee members are appointed;
- a determination regarding what constitutes a quorum;

Policy 1.5

- designation of district staff supports for the committee;
- meeting frequency and scheduling;
- any budget provisions ;
- expectations regarding agendas, supporting materials and minutes;
- reporting to the Board.

Representatives

The Chair of the Board shall, at the inaugural meeting or at a regular meeting appoint any Trustee representatives to Board committees, in consultation with Trustees. The Board Chair shall establish the Chair of any standing committee only after Trustees have an opportunity to make their preferences known.

Committee members representing Rightsholders, organizations or partners will be formally identified by the group providing the representative.

Where community member representation is required, the Committee Chair will work with administration on a process for advertising. The Board will review all applications and make the final selection for community representation.

Resource Personnel

The Superintendent shall appoint resource personnel to work with Standing and Ad Hoc Committees as necessary.

Related Legislation: School Act Section 65, 87.001(2)
Related Contract Article: Nil
Approved: 2024.11.12