



POLICY 1.50 – BOARD COMMITTEES

Board committees may be created to provide advice on specific matters as determined by the Board. Committees have no authority or decision making in themselves and any decisions require the approval of the Board.

Committees, some with broad based membership, provide an opportunity to engage with Rightsholders, staff, and employee and partner groups in areas of board responsibility.

- Standing committees provide advice to the board on an ongoing basis.
- Ad-hoc committees are formed for time-limited, specific purposes. When the purpose or goal of the committee has been accomplished, the committee disbands.

In addition to Board Committees, trustees may be assigned to Administrative Committees, with the expectation that they report key committee findings and directions to the Board.

The Board will approve a terms of reference for standing and ad-hoc committees that will not conflict with the mandate of any other 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
- description of membership considering an appropriate number of members suited to the role of the committee
- designation of a committee 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
- designation of district staff supports for the committee
- meeting frequency
- expectations regarding agendas, and supporting materials
- expectations regarding minutes
- budget provisions, if any
- clarity as to the manner for reporting to the Board and how advice will be provided to the Board

GUIDELINES

1. Standing Committees include:

1.1. Education Committee

- 1.2. Finance & Facilities Committee
- 1.3. Policy Development Committee
2. The Board will establish an Indigenous Education Council in accordance with Section 87.001 of the *School Act*.
3. The following provisions govern the appointment of members, unless otherwise provided for within the terms of terms of reference governing the committee.
4. The Board Chair is ex-officio a member of all Committees.
5. The Board Chair shall appoint any Trustee representatives to Board committees, in consultation with trustees.
6. Membership of Rightsholders, organizations or partners will be formally identified by the group providing the representative.
7. Community members – Where community representation is required, the committee chair will work with administration on a process for advertising.
8. Selection process – The Board will review all applications and make the final selection for community representation.