

FINANCE & FACILITIES COMMITTEE

NATURE OF COMMITTEE

Standing Committee of the Board

PURPOSE

The Finance and Facilities Committee is to consider and make recommendations to the Board regarding financial and facility matters:

- To explore, in-depth, matters related to finance and facilities
- To receive and discuss input from designates of stakeholder groups regarding finance and facilities matters referred to the committee

DELIVERABLES

The Finance and Facilities Committee will:

1. Review the budget planning process
2. Provide input on the annual budgets including assumptions (enrolment projections, staffing projections, etc.).
3. Review financial results relative to the budget.
4. Provide input regarding major and minor capital planning, including annual facility grant allocations.
5. Provide input regarding transportation matters.

TRUSTEE REPRESENTATIVES	School District No. 78 Trustees (2 plus an alternate)
CHAIRPERSON	A Trustee will serve as Chair, through an election by the committee
RIGHTSHOLDER AND PARTNER REPRESENTATIVES	Construction Maintenance & Allied Workers 2423 (2) District Parent Advisory Council(2) Fraser Cascade Principals' and Vice Principals' Association (2) Fraser Cascade Teachers' Association (2) Indigenous Education Council (2) Secondary Students (2)
APPOINTMENT	The Chair of the Board will determine Trustee representatives in accordance with Policy 1.50 Board Committees Rightsholder and partner representatives are identified by the organization.

DECISION MAKING	Discussion sufficient to determine a consensus to make a recommendation to the Board.
QUORUM	One trustee and three rightsholders and partner representatives
DISTRICT LEADERSHIP	Secretary Treasurer Superintendent Assistant Superintendent Director of Facilities and Transportation
SECRETARIAT SUPPORT	Executive Assistant to the Secretary Treasurer
MEETINGS	Meetings will be scheduled four times per year, or as needed due to workload.
AGENDAS	Agendas with supporting materials will be circulated to the committee and representative groups, four days in advance of each meeting.
MINUTES	Minutes of committee meetings, detailing any specific recommendations, will be prepared and provided to the Board at a regular Board meeting.
BUDGET	None

REPORTING MECHANISM

The committee is advisory in nature and may make recommendations to the Board through the chair of the committee.