

Board of Trustees' Governance Policy

GOVERNANCE CULTURE GC-5: Board Committees

Monitoring Method: Board Self-assessment
Monitoring Frequency: Annual

Pursuant to section 52 of the *Education Act*, the Board may create committees if they are deemed helpful to assist the Board in the performance of its responsibilities. If committees are established, they will be used exclusively to support the work of the Board as described in Policy GC-3, and will never be created or used to assist the Chief Superintendent in any operational area.

- 5.1 Board committees and other such entities by whatever name created by the Board will not be used to direct, advise, assist or oversee employees. Committees customarily will prepare recommendations for Board consideration. Board committees will have no authority over employees, and may exercise demands on employee's time and organizational resources only to the extent authorized in this policy. Members are not entitled to any fees or compensation; however, external committee members may be reimbursed for actual out-of-pocket parking expenses to attend the Committee meetings.
- 5.2 Board committees may not speak or act for the Board. The responsibilities and authority of all Board committees are carefully stated in this policy, which includes the committees' terms of reference contained in GC-5E, to ensure that committees fully understand their duties and extent of authority, and to assure that committee work will not usurp or conflict with the Board's own authority, or conflict with authority delegated to the Chief Superintendent.
- 5.3 All Board committees are considered to be ad hoc, or temporary. The date for their termination is listed for each committee. Committees may be renewed or reauthorized upon their expiration, but unless the Board acts to renew the committee's existence, it shall cease to exist upon the date specified.
- 5.4 The Board shall appoint members to committees and these members shall serve at the pleasure of the Board. Trustee committee membership shall be reviewed annually at the Organizational Meeting and more frequently if the Board of Trustees so determines.
- 5.5 Meetings of committees may be held publicly or in private, at the discretion of the Board. The committees may hold its meetings, and members of the committee may attend meetings by electronic means, provided all meeting attendees can hear each other.



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- 5.6 All Board members, whether a member of a Board committee or not, are welcome to attend any committee meetings as observers, unless otherwise specified in a committee's terms of reference.
- 5.7 Chairpersons shall establish the agendas for meetings, ensure that properly prepared agenda materials are circulated to the members with sufficient time for study prior to the meeting, chair committee meetings, and be responsible for reporting to the Board of Trustees as required in GC-5E.
- 5.8 All Board committees and their terms of reference are listed in GC-5E.

Adopted: June 22, 2021

Policy Exhibits:

- GC-5E: Advocacy and Community Relations Terms of Reference
- GC-5E: Agenda Planning Committee Terms of Reference
- GC-5E: Audit Committee Terms of Reference
- GC-5E: Board Governance Committee Terms of Reference
- GC-5E: Name Review Committee Terms of Reference
- GC-5E: School Name Recommendation Committee Terms of Reference
- GC-5E: Trustee Remuneration Committee Terms of Reference

