Living Sky School Division No. 202
BOARD POLICY

2050 – ROLE OF COMMITTEES			
Policy Type:	GOVERNANCE & MANAGEMENT	**Last Revision Date:**	September 26, 2018
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Legal Reference(s):			

POLICY

The Board of Education may meet at any time in **Committee of the Whole Board** on motion to that effect, approved by a majority of the Board members present. The Board of Education shall appoint **Special committees** at such times and for such purposes as the Board of Education may deem necessary. In general, Board committees, when used, will be used to support the work of the Board. The Board Chair will have the authority to appoint Committee members.

The Board may be requested by a stakeholder group to have a member or members form part of a larger committee. Board Representatives on such committees will be at the discretion of the Board.

REGULATIONS

1. Committee of the Whole

a) The rules of order used in regular meetings shall be observed in meetings of the Committee of the Whole Board.
b) A record of members present, discussions and decisions in meetings of the Committee of the Whole Board shall be kept.
c) The Committee of the Whole Board shall decide the items to be released to the general meeting.
d) To conclude a meeting of the Committee of the Whole Board, a member shall move that the Committee rise to report to the open Board of Education meeting. Decisions reached in the Committee of the Whole Board shall be presented as motions in the open Board of Education meeting and shall be voted on without debate.

2. Standing Committees

The standing Committees of the Board of Education shall be:

a) Associate School
b) Catholic Advisory
c) Recognition-Based Special Events Committee (requested)
d) Audit Committee
e) Boundary Committee
    i) The first person named to a Committee shall be the Chairperson of the Committee.
    ii) Each Committee shall deal with the matters specifically outlined for the Committee with reports, recommendations and actions requiring the ratification of the Board of Education at a regular or special meeting.
    iii) Committee meetings are “in camera” sessions unless otherwise designated.
    iv) The Director of Education or designate shall serve on the committees in an advisory capacity, at the request of the Board.

3. Operational Committees

a) CUPE (requested)
b) LINC Local Implementation Negotiating Committee
c) Extra-Curricular Committee

4. Guidelines and Procedures

a) The Associate School Committee shall deal with:
   i) Negotiating any agreements between the Board of Education and Associate School.
   ii) All other matters relating to the agreement and policies of Associate Schools.

b) The CUPE Committee shall deal with:
   i) Negotiating collective agreements with those covered by the CUPE agreement.
   ii) Management of such terms of the CUPE agreement that require periodic interpretation and review by the Board.

c) The Catholic Advisory Committee shall deal with:
   i) The purposes of liaison with St. Vital School and the components of its religious education program.

d) The Local Implementation & Negotiation Committee shall deal with:
   i) Negotiations to establish the Local Bargaining Agreement.
   ii) Management and interpretation of the terms of the contract that require Board approval and grievances arising from the contract.

e) The Recognition-Division Special Events Committee shall deal with:
   i) Planning all division-wide special events including, but not limited to, the Service Recognition Celebration.

f) Audit Committee shall deal with:
   i) Communication with auditors.
   ii) Review effectiveness of internal controls.
   iii) Review compliance with legislation and governing authorities.
   iv) Review reliability of financial statement.

g) Boundary Committee shall deal with:
   i) Requests from parents/guardians who wish to have their child(ren) transported outside their catchment area.
   ii) Boundary change requests.

h) Extra-Curricular Approval Committee shall deal with:
   i) Considering activities that do not fully meet the extra-curricular criteria to determine whether each proposed activity is extra-curricular in nature.

5. Special, Sub Committees and External Boards

a) The Board may, as deemed expedient, appoint special committees from time to time. These ad hoc committees shall be discharged when they have completed the tasks for which they were appointed.

b) The Director will consult with the Board Chairperson or Vice-Chairperson as to the need to call a special meeting.

c) The recommendations and actions of the Committee will be presented at the next regular meeting of the Board of Education for ratification and/or action.