



**DATE:** June 28, 2023  
**TO:** Board of Trustees  
**FROM:** Shawna Warren, Superintendent  
**ORIGINATOR:** Shawna Warren, Superintendent  
**GOVERNANCE POLICY:** [Policy 221 - Role of the Trustee](#)  
[Policy 225 - Board Responsibility and Conduct](#)  
**ADDITIONAL REFERENCE:** Education Act  
Assurance Domain - [Governance](#)  
**SUBJECT:** Policy 230 – Board Committees

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**PURPOSE:**

For approval. Motion required.

**RECOMMENDED MOTION:**

- a) That the Board of Trustees approve the revised Board *Policy 230 – Board Committees* as recommended by the Policy Committee and presented at the June 28, 2023, Public Board meeting.

**BACKGROUND:**

The Board of Trustees is responsible to review Board Policies on an ongoing basis in order to adhere to the requirements necessary to provide excellence in public education and comply with the Education Act and provincial, as well as federal, legislation. The following revised policy is in support of this responsibility.

Administration has reviewed and updated *Policy 230 – Board Committees*.

The Policy Committee reviewed and updated *Policy 230 – Board Committees* at their June 7, 2023, committee meeting and has recommended it to the Public Board meeting for approval.

Administration is prepared to respond to questions at the June 28, 2023, Public Board meeting.

**ATTACHMENT(S):**

- 1. Policy 230 – Board Committees – Clean Copy
- 2. Policy 230 – Board Committees – Tracked Changes

# **230: Board Committees**

## **1.0 POLICY**

The Board believes that the work of the Board may be facilitated through committees, both standing and ad hoc, task groups, and/or other structures as determined from time to time.

The Board may delegate responsibilities and duties to such committees and task groups while retaining Board governance regarding any or all decisions or recommendations made by these committees.

## **2.0 GUIDELINES**

2.1 The Board shall annually establish standing committees, including mandate and membership, at their organizational meeting.

2.2 The Board may establish additional committees, task groups, and/or any other structures, as deemed necessary by Board motion. The mandate, membership and term of such ad hoc committees, task groups and/or other structures shall be determined by Board motion.

2.3 If a committee member is unable to attend a committee meeting, then, providing a committee quorum is present, the meeting shall proceed.

2.4 Each committee shall select a chair to act as the Board liaison with the assigned administrator.

2.5 Each committee will develop an annual work plan and report same to the Board for review and approval.

2.6 The committee shall report to the Board on a regular basis at the Public Board meeting.

2.7 Committees (Powers and Terms of Reference are in Appendices to this Policy.)

2.7.1 COMMITTEE OF THE WHOLE

2.7.2 POLICY COMMITTEE

2.7.3 STUDENT DISCIPLINE COMMITTEE

2.7.4 ATA NEGOTIATIONS COMMITTEE

2.7.5 TEACHER BOARD ADVISORY COMMITTEE (TBAC)

2.7.6 C.U.P.E. NEGOTIATIONS COMMITTEE

2.7.7 LABOUR MANAGEMENT COMMITTEE

2.7.8 BUILDING AND MAINTENANCE COMMITTEE

2.7.9 AUDIT, FINANCE AND HUMAN RESOURCES COMMITTEE

2.7.10 TRANSPORTATION COMMITTEE

2.7.11 ADVOCACY COMMITTEE

### **3.0 Appointed Representation**

3.1 The Board may, from time to time, appoint a trustee to act as a liaison representative to external organizations or groups.

3.2 Appointed representatives shall report to the Board on a regular basis at the Public Board meeting.

3.3 Board representatives shall be appointed to the following groups:

3.3.1 Alberta School Boards Association (ASBA) Zone II (One Representative, One Alternate)

3.3.2 Public School Board Association (PSBAA) (One Representative, One Alternate)

3.3.3 Sturgeon County Community Services Advisory Board (One Trustee)

3.3.4 School Joint Use Committee (Local Trustee and principal)

3.3.5 School Councils (Local Trustee, except Sturgeon Composite High School where, yearly, Trustees develop a rotating schedule of attendance; and SPVA School Council, where, yearly, Trustees develop a rotating schedule of attendance)

3.3.6 Teachers' Employer Bargaining Association (TEBA) (One Representative)

3.3.7 Local Chambers of Commerce

3.3.8 Morinville Rotary

**References:**

Education Act: Sections 51, 52 (1) (b)

Board Procedures Regulation 82/2019

Administrative Procedure AP250 – Student Advisory Committee

**History**

2019 Jan 30 Initial Approval

2019 Nov 27 Amended

2020 Jan 29 Amended

2021 Oct 27 Reviewed

2022 Feb 23 Amended

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2.8.3.3.4 School Joint Use Committee (Local Trustee and principal)

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