

**Appendix Name:** E. Board Committees, Terms of Reference, and Work Plan

**Policy Section:** Appendices

**Effective Date:** November 23, 2023

**Revised Date:**

1) Board Committees

<b>a) Standing Committees</b>	<b>Meetings per year</b>	<b>Trustee Representation</b>	<b>Staff Representation</b>
Audit and Finance Committee	5	3	Director of Education CFO Controller
Governance Committee	As required	3	Director of Education
Human Resource Committee	As required	3	Director of Education CFO
Learning Committee	As required	3	Director of Education

<b>b) Ad Hoc Committees</b>	<b>Meetings per year</b>	<b>Trustee Representation</b>	<b>Staff Representation</b>
Staff Recognition Committee	As required	3	n/a

2) Administrative Committees with Board Representation

<b>a) Standing Committees</b>	<b>Meetings per year</b>	<b>Trustee Representation</b>	<b>Staff Representation</b>
Bargaining Committee	Determined by HR Superintendent	3	HR Superintendent
Transportation Review Committee	As required	2 (3 <sup>rd</sup> trustee for subdivision in question)	Learning Superintendent responsible for Transportation Transportation Manager

<b>b) Ad Hoc Committees</b>	<b>Meetings per year</b>	<b>Trustee Representation</b>	<b>Staff Representation</b>
Discipline Committee	As required	3	Director of Education
Superintendent and Coordinator Hiring Committee	Determined by HR Superintendent	Chair or Vice Chair and Trustee	Director of Education Deputy Director of Education HR Superintendent
New School Building Projects	Determined by staff	1 - 2	CFO