

POLICY 160 BOARD ADVISORY COMMITTEES

Committees may be created to advise the Board on specific matters as determined by the Board. Committees are advisory only and committee members serve in a voluntary capacity and will not be compensated for their services.

Standing committees provide an opportunity to engage with key employee and partner groups in areas of Board governance on an ongoing basis.

Special and Ad Hoc committees are formed for time-limited, specific purposes. When the purpose or goal of the committee has been accomplished, the committee is retired. The Board will provide terms of reference for special and ad hoc committees that will include purpose, membership, timelines and dissolution.

All committees are supported by the following:

- A statement of the committee's mandate and/or terms of reference that establishes the committee's role.
- Membership on the committee, if the Board desires certain qualifications and/or experiences as a pre-condition for appointment to a committee.
- Other matters as determined by the Board.

Guidelines

1. The following provisions govern the appointment, term of office and removal of members of committees, unless otherwise provided in such policy governing the committee.
 - 1.1. The Board will appoint a member(s) to a committee consistent with policy and any membership qualifications as specifically set out in the committee's policy.
 - 1.1.1. Membership by organization – In cases where the Board has determined membership on a committee will be by partner groups, the partner group will be requested to submit nominees for vacancies.
 - 1.1.2. Community members – Where community representation is required, the committee chair will work with administration on a process for advertising for interested candidates in local newspapers and the school district website.
 - 1.1.3. Application form – Any community member applying to be a member of a committee will complete an application form.
 - 1.1.4. Selection process – The Board will review all applications and make the final selection for community representation.

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- 1.2. A committee member who is appointed by the Board is entitled to remain a committee member for a two-year term. Members may be reappointed for one additional two-year term, after which time they must reapply.
 - 1.2.1. The Board may exercise its discretion to remove a committee member at any time.
 - 1.2.2. The Board will address all pending vacancies in a reasonable period of time.
2. The Board will support each committee by showing appreciation and acknowledging their work annually.