

COMMITTEE STRUCTURE, REPRESENTATION AND PROCEDURE FOR
TURTLE MOUNTAIN SCHOOL DIVISION

The following will establish Committees of the Board.

1. At the Inaugural and Organizational Meeting, the Standing Committees and the order in which they shall be elected will be:
 1. Operations (4 members)
 2. Education (4 members)
 3. Negotiations (4 members)
 4. Finance (4 members)
2. The Chairperson of the Board will serve as ex-officio member of Operations and Education Committee. As such, the Chairperson may attend all meetings, contribute to the debate, but does not have a vote at that committee meeting.
3. All other trustees will be required to serve on either the Operations or Education Committee. Board members will be given the opportunity to indicate their preferences as to the committee on which they wish to serve.
4. The Operations, Finance, Education, and Negotiations Committee will have representation from each ward. If more members have chosen to sit on a committee than the committee structure allows, all members shall cast one vote by secret ballot with names being their preference for the committee. The members receiving the most votes shall form the committee.
5. The Board by secret ballot, shall then choose committee chairpersons, one at a time, from the list of the committee members.
6. The Chairperson of the Board will act as Chairperson for all Ad Hoc Personnel Committees. All Ad Hoc committees will be ward represented and formed at the regular Board meeting unless deemed emergent then a special meeting shall be called to form a committee. Upon receipt and acceptance of their verbal/written report to the Board, an Ad Hoc Committee shall be discharged upon the completion of their functions.

If the Ad Hoc Committee is not reaffirmed/reappointed at the first regular Board meeting in November the committee will be deemed dissolved.

7.
 - i. All committee reports will be “received” by the Board. This procedure allows for the recording of the report in the official Board minutes. Receipt of a report indicates only that a report has been presented to the Board and the Board is aware of its existence.
 - ii. Any recommendations from reports have to be presented in motion form to be considered by the Board.
 - iii. In order to have a Standing Committee meeting, three members must be present.
8. The Standing Committee and Ad Hoc Committee meetings are considered to be in-camera. Any exceptions to this process must be approved by the committee.
9. Administrative support will be provided to all committees.