

STANDING COMMITTEE GUIDELINES

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The following items are to be assigned to each committee as a guide to review and report on:

I. COMMITTEE OF THE WHOLE:

The Committee of the Whole agenda will be a standing agenda item as part of the second regular meeting of the Board each month, with the exception of December and July. The Committee of the Whole will be responsible for ensuring policies are in place to ensure the effective delivery of educational curriculums, programs and courses. The Committee of the Whole will also be responsible for ensuring non-educational staffing and policies are in place to provide effective financial management, transportation services and facilities in the Division. The Committee of the Whole will review and/or recommend changes to the following:

1. Operational Expenditures/Budgets
2. Current/new policies
3. Capital "D" planning
4. Transportation portfolio
5. Operations and Maintenance portfolio
6. Secretary-Treasurer's job description, (L-1), goals and evaluation (L-2)
7. Review all policies annually under the umbrella of this committee
8. Educational staffing, programs, services and the corresponding budget items
9. Educational policies and additional policies requested by the Board
10. Curriculum implementation
11. Educational goal setting
12. The Superintendent's job description (L-3), goals, evaluation (L-4) and conduct (L-5)
13. Review all policies annually under the umbrella of this committee (see Appendix A)
14. Assist the Secretary-Treasurer with the budgetary process.
15. Monitor yearly budget spending.
16. Monitor non-budgetary items.
17. Review of the audited statements.
18. Review all policies annually under the umbrella of this committee.

II. NEGOTIATIONS COMMITTEE:

1. The Committee is to prepare for and conduct negotiations with all parties and employee groups.
The committee will operate under direction from the Board as to the Board's priorities and parameters.
2. The Committee will review all opening proposals.
3. The Committee will then continue to negotiate while keeping the Board updated.
4. Should an agreement in-committee be reached, all Board members should be notified as soon

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Cross Reference:		
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