



POLICY:

REGULATION: BCE – Board Committee Mandates

EXHIBIT:

HUMAN RESOURCES COMMITTEE MANDATE

THAT the mandate of the Human Resources Committee be as follows:

1. To keep abreast of trends, precedents and developments in areas pertinent to human resource management and collective bargaining issues and bring any required recommendations to the Board.
2. To review and investigate Human Resource issues referred to the Committee.
3. To negotiate and recommend for Board approval, collective agreements and working conditions with all employee groups.
4. To report regularly to the Board and to make recommendations for any approvals required within the mandate of the Committee.

COMMUNITY EDUCATION COMMITTEE MANDATE

THAT the mandate of the Community Education Committee be as follows:

- 1) To liaise with the community and discuss on-going educational trends and requirements. This will require informing the public of the happenings of the School Division and soliciting input from all stakeholders to improve educational delivery.
- 2) To make policy recommendations to the Board on communication and education matters.
- 3) To review program development, draft and present position papers as requested by the Board.

APPROVED:

REVISED: December 2014

SOURCE:

OTHER REFERENCE:



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FINANCE & OPERATIONS COMMITTEE MANDATE

THAT the mandate of the Finance and Operations Committee be as follows:

1. Review monthly accounts paid/payable for the operating fund and the capital fund and make recommendations to the Board.
2. Assist the Secretary-Treasurer with the annual budget.
3. Bring recommendations to the Board with respect to:
Budgetary process and timelines
Effective and efficient operation of our facilities and transportation systems
Any necessary finance and operations resolutions for consideration by the Board
4. Meet annually with auditors prior to September 15 of every year to discuss audit procedures.
5. Research any financial and operational concerns that may arise throughout the year and bring any required recommendations to the Board.

GOVERNANCE COMMITTEE MANDATE

THAT the mandate of the Governance Committee be as follows:

1. To consider and make recommendations to the Board on issues surrounding the composition and organization of the Board of Trustees and its Committees, including procedural matters.
2. To facilitate periodic assessment of the effectiveness of the Board and its Committees.
3. To periodically review and ensure the currency of bylaws, governance policies and audit board practices to monitor compliance.
4. To develop a schedule for review of other divisional policies
5. To facilitate the consideration by the Board of matters related to Board orientation, in-service trustee development, and strategic planning.

APPROVED:

REVISED: December 2014

SOURCE:

OTHER REFERENCE: