
Administrative Memorandum

Regular Board Meeting

Date: December 06, 2017
Topic: Policy No. 2320 Revisions
Submitted by: D. Greg Frank, Secretary-Treasurer

Background:

As directed by the Board of Education, staff have drafted changes to Policy No. 2320, Board Committees & Trustee Representation to reflect the creation of a new Policy Committee. Highlights of the new Policy Committee include:

- The policy committee will be a Standing Committee of the Board of Education,
- The committee will be comprised of three trustees (including the chairperson) and supported by the Executive Committee and/or designates
- Dates, times and places of committee meetings will be established annually
- Preparation of the agenda is the responsibility of the Secretary-Treasurer's office
- The committee shall follow Roberts Rules of Order
- The committee shall report its recommendations to the Board in writing
- Terms of reference - the committee will:
 - Consider questions of overall school district policy
 - Establish an annual work plan of policies to be revised
 - Ensure existing school district policies are updated in accordance with the provisions of the School Act and other provincial legislation
 - Make recommendations to the Board on policies following changes in current practice, enactment of new legislation or introduction of new regulations
 - Consider such other matters as may be referred by the Board and make recommendations thereon as required

The draft changes to Policy No. 2320 are highlighted on the attached document and are being brought to the Board for final consideration and approval.

It is recommended:

THAT the Board of Education approve revised Policy No. 2320 – Board Committees and Trustee Representation as presented.
