



Board Committee Principles

1. The Board is a corporate body and may establish committees to assist it to carry out its work.
2. Board committees:
 - must be structured to help the Board do its job, not to help District employees do their jobs
 - are never created to advise District employees
 - cannot exercise authority over District employees
 - do not normally enter into direct dealings with or related to District employees or operations
3. Every Board committee shall have written terms of reference.
4. The Board Corporate shall designate every Board committee as having one of the following four levels of authority:
 - Limited advisor: *the committee* investigates and reports
the Board makes decisions
 - Active advisor: *the committee* investigates and suggests action
the Board will probably take committee suggestions
 - Limited agent: *the committee* can take some action with...
the Board's prior consent
 - Active agent: *the committee* takes action
the Board can later formally approve the action taken
5. Board committees are usually either limited advisor or active advisor committees.
6. Limited advisor, active advisor, and limited agent committees are never given the authority to approve policies or budgets, or to make major decisions without the prior authority of the Board.
7. Limited agent committees speak or act for the Board only when formally given authority in accordance with their Board-approved annual strategic plan.
8. Because active agent committees, such as the Board Planning Committee and the Audit Committee, are committees of the whole, they have the authority to speak and act for the Board Corporate.

9. The Board may from time to time establish ad hoc committees. The terms of reference for ad hoc committees shall exist until the purpose for which the committee was established is fulfilled.
10. Committee deliberations and information shall be treated as private and confidential information and shall not be published, released, or disclosed in any manner until such time as reported by the Committee at a Board meeting, and shall not be published, released, or disclosed in any manner to any persons other than to Trustees of the Board, the Superintendent, or as determined by the Board Corporate or in pursuance of specified duties under the *School Act*, the District's Organizational Bylaw, or the *Freedom of Information Protection of Privacy Act*.

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