



ASD-W
Anglophone School District West

GOVERNANCE POLICIES

Policy Type	Governance Process
Policy Name	District Education Council Committees
Policy Number	ASD-W-GP7
Effective Date: September 20, 2012	Revised: December 14, 2023

Policy:

Council Committees may be formed by Council mandate to carry out specific tasks in support of the Council’s work.

Council will set the mandate, reporting schedule and lifespan of committees.

Council committees have no decision-making authority; they exist to carry out tasks to help inform or expedite Council decisions.

Accordingly, Council committees shall:

- Help the Council do its job by preparing policy alternatives and implications for Council deliberations. Committees may be set-up at any time to address issues or concerns and to allow for the extra time required to properly acquaint Councillors with information.
- Only speak or act for the Council when formally given such authority for specific and time-limited purposes. Expectations and authority shall be carefully stated in order not to conflict with authority delegated to the Superintendent.
- Not exercise authority over staff. The Superintendent works for the entire Council, therefore the Superintendent shall not be required to obtain approval of a Council committee before taken an executive action. In keeping with the Council’s broader focus, committees shall not normally have direct dealings with current staff operations.
- Invite participation of all Councillors interested in serving on a committee as well as non-Council members if desired by Council. A Chairperson will be appointed from Council members present at the first meeting of the committee. The first order of business for each committee will be to determine its mandate and develop a work plan for approval by the Council.

- Generally, be Ad Hoc in nature and shall exist only until the completion of their specific assignment. Standing committees shall have their mandate and composition reviewed on an annual basis.

This policy applies to committees that are established by Council, whether or not the committees include non-Council members. This policy shall not apply to committees formed under the authority of the Superintendent or any other committees which might include Council representation.

MONITORING:

Method(s)	Frequency	Month
<ul style="list-style-type: none"> • Council Self-evaluation 	<ul style="list-style-type: none"> • 1 time per year 	<ul style="list-style-type: none"> • December