

Terms of Reference for Standing Committees

TERMS OF REFERENCE

TEACHER BOARD ADVISORY COMMITTEE

The Teacher-Board Advisory Committee is established as a standing committee of the Board, with responsibility for work as detailed below:

- Purpose
 - The committee is established to discuss matters of common interest which are not related to collective bargaining or remuneration and provide a means of communication between the parties.
- Powers and Duties
 - Items which are contained in the Collective Agreement shall not be discussed by the Advisory Committee.
 - The Teacher-Board Advisory Committee is advisory only. Therefore no information discussed at these meetings is to be passed on to the news media other than by mutual consent of the Alberta Teachers Association Local and the Board.
 - The Committee may make recommendations to the Board or ATA Local as a result of its discussions.
 - Any changes to these terms of reference require the ratification of both the ATA Local and the Wild Rose School Division Board.
- Membership
 - Two Board Members
 - Alberta Teacher Association Representatives selected by the local (up to a maximum of 5)
 - Superintendent
 - Additional resource people when necessary

- The Committee Chair may alternate between a teacher and Board member on a meeting to meeting basis.
- Meetings
 - Meetings will be held three times per year.
 - Meetings will be conducted on an informal basis, without the requirement of formal motions. The Committee Chair will draft the agenda and send copies to Committee members at least one week prior to the meeting.
 - The first item of business at each meeting will be the confirmation of the agenda for the meeting.
 - A written record of proceedings will be taken by the Superintendent, reviewed by the President of the ATA Local, and distributed to all members of the Committee, all trustees, and all staff through the weekly update.
 - Expenses of members of the Committee are to be borne by their respective organizations