

Committee of the Whole

Terms of Reference

The Committee of the Whole (the "Committee") is a committee of the whole of the Board of Education. The purpose of the Committee is to consider governance matters that require focused consideration by trustees and do not fall within the mandate of the Finance Committee of the Whole or the Policy Committee of the Whole, make recommendations, and deliver reports to the Board of Education.

Responsibilities

Matters may be referred to the Committee by the Board or the Agenda Preparation Committee when they require more detailed information, trustee learning, exploration of alternatives, or discussion.

The Committee can make recommendations to the Board for consideration and potential decision. Matters that are routine, time-sensitive, or sufficiently developed for Board consideration may proceed directly to the Board.

Confidentiality

Deliberations and information received at meetings of the Committee shall be treated as private and confidential information, and shall not be published, released or disclosed in any manner to any persons other than to trustees of the Board, the Superintendent of Schools, the Secretary Treasurer, or, as determined by the Committee, or in pursuance of specified duties under the School Act or the Freedom of Information and Protection of Privacy Act.

Composition

The Committee is a committee of the whole, assisted by the School District's Superintendent of Schools and Secretary Treasurer.

The Committee Chair is the Board Chair or another trustee appointed by the Board Chair.

All committee members shall commit to ethical conduct, proper use of authority, decorum, and professional conduct.

Frequency of Meetings

The Committee shall meet as required.

Minutes

Minutes of the Committee shall be kept by the Secretary Treasurer or designate. The minutes shall record recommendations of the Committee but not the contents of the discussion.

Recommendations of the Committee may be made by motion of the Committee. Such motions are advisory only and do not constitute decisions of the Board.

Minutes shall be presented to the Committee for approval. Recommendations approved by the Committee shall be presented to the Board of Education for consideration.

ESTABLISHED: SEPTEMBER 23, 2026