

**ANGLOPHONE SOUTH SCHOOL DISTRICT EDUCATION COUNCIL**

**POLICY TYPE:** Governance Process

**POLICY NO:** 4.4

**POLICY TITLE:** Council Committee Principles & Structure

**PAGE:** 1 of 2

4.4 The District Education Council may create standing committees or special committees (ad hoc committees) to consider, research or take action on certain matters in support of the Council's work.

A Council committee must be established by policy or motion by the DEC. The mandate of the committee must be to support the Council's work and must not interfere with the Council's decision-making responsibilities.

DEC Committees never interfere with the delegation of authority from the Council to the Superintendent.

Accordingly:

1. Council Committees are to assist the Council to do its job. Committees ordinarily will assist the Council by preparing policy alternatives, implications or suggestions for Council consideration.
2. Council Committees will not deal with district operations. Committee expectations and authority will be stated carefully by the Council to assure that committee authority will not conflict with authority delegated to the Superintendent.
3. Because the Superintendent works for the full Council, any direction to the Superintendent related to a Committee recommendation must come from the full Council. Any requests or direction to staff must be through the Superintendent.
4. Council Committees may not speak or act for the Council except when formally given such authority for specific and time-limited purposes.
5. Standing committees may be established by the DEC in a governance process policy which outlines the terms of reference including the specific mandate, membership, and reporting schedules for the committee.

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**Adopted: November 14, 2018**

**Revised:**

**Review Method:**

**Review Frequency:**

**Reviewed: October 12, 2022**

6. Special committees are created for a specific, time-limited purpose. Special committees may be created by motion that outlines the terms of reference including the specific mandate, membership, and time-frame. Committee ceases to exist as soon as its task is complete.

**Reference:**

7. Council members seeking additional information on committees may refer to:
- a. *Robert’s Rules of Order*, Section 13 – Commit or Refer
  - b. *District Education Council Handbook*

Policy	Date of Self-Evaluation	DEC behaviour is fully compliant	DEC behaviour needing improvement or opportunity for continuous improvement	Commitment Made/ Action Taken	Completed (Yes/No)
4.4					
4.4.1					
4.4.2					
4.4.3					
4.4.4					
4.4.5					
4.4.6					

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