



TERMS OF REFERENCE

~ As per Section 65 of the School Act, a board may establish committees and specify the functions and duties of these committees. Committees of trustees or individual trustees may not exercise the rights, duties and powers of the board. Unless expressly required to be exercised by bylaw, all powers of a board may be exercised by a bylaw or by resolution. ~

COMMITTEE NAME: PARTNER GROUP LIAISON

TYPE: Standing

MANDATE: To bring together, on an ongoing basis, partner groups, senior staff, and the Trustee Representative to have informal discussions about how to support the District and as an advocate for public education provincially and to provide the Board with recommendations on all matters discussed.

RESPONSIBILITY:

1. To offer a venue for parties to discuss ways to work together in support of students, the school district and public education, building trust and sustaining strong functional relationships, and strengthening communication and information sharing.
2. Discussions will be purposeful, constructive and team-building in nature. The Partner Group Liaison will provide partner groups, senior staff and the Trustee Representative a venue where building and sustaining healthy relationships, information sharing, and discussion of issues takes place away from formal processes and formal meeting structures.
3. Partner Group input will be considered in all matters related to the District but will not replace the accountability of District management and the Board in decision making.
4. Labour relations or personnel matters will be addressed through district labour management meetings.
5. The participants will evaluate the effectiveness of the Partner Group Liaison annually.

MEMBERSHIP: The Partner Group Liaison Committee shall consist of membership as follows:

- Trustee Representative - Chairperson
- Senior Leadership (5)
- NOSPVA Representatives (2)
- NOSTA Representatives (2)

- CUPE Representatives (2)
- DPAC Representatives (2)
- FNEC Representatives (2)

The committee's Trustee Representative – Chairperson and Alternate Chairperson will be appointed annually each June by the Board Chair.

Trustees who are not appointed to this committee are permitted to attend and may take part in any discussion or debate with the prior permission of the Committee Chairperson prior to the meeting, as per *Procedural Bylaws 12.3*.

MEETINGS:

Meetings will take place monthly, when school is in session. An annual schedule of meeting dates/times will be made public each September.

An agenda will be developed for each meeting with input from all participants.

In order to facilitate open discussion, no formal minutes will be taken.

As per *Procedural Bylaw – Committees 12.7*, a summary of topics discussed will be provided to the Board at its next regularly scheduled meeting.

ATTENDANCE:

The Trustee Representative – Chair's attendance will be recorded in the *Register of Trustee Attendance* as per *Regulation 2060.01R – Trustee Attendance*.

TIME FRAME:

On-going

ACCOUNTABILITY:

The Committee shall report its findings or recommendations directly to the Board as and where required.