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## **Ad Hoc Board Standing Committee Review Committee Terms of Reference**

### **Purpose:**

The Ad Hoc Board Standing Committee Review Committee is an ad hoc committee established by the Board for the purpose of examining the current function of the standing committees of the Board and to make recommendations on the scope of responsibilities, membership and meeting schedules and other aspects of the conduct of these committees as are deemed appropriate.

The Committee is to review the responsibilities of the Board and make a determination on how effectively these are addressed by the work of current Standing Committees. If changes to the existing structures are proposed, the Committee will provide recommendations and rationales for these changes.

### **Deliverables:**

The Board Standing Committee Structure Committee has two deliverables:

1. To recommend to the Board the Standing Committee structure
2. To recommend to the Board the composition of the Standing Committees

### **Membership:**

The committee will be comprised of the following voting members:

1. Three trustees appointed by the Board Chair
2. Two senior staff members appointed by the Superintendent

### **Timeline:**

The Committee will prepare a summary report and implementation plan to be submitted to the March 2016 Operations, Policy and Planning Committee (OPPS) meeting. Updates will be provided to the OPPS Committee as information is available.

### **Voting:**

Decisions will be made by consensus, if possible. If no consensus is reached, a majority vote will take place.

### **Procedural notes:**

- Anyone may attend and contribute to the discussions without voting privileges
- Meeting dates, locations, agendas and minutes to be available on the District website

**Date Adopted:** October 19, 2015

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