



Governance Committee

Terms of Reference 2023-2024

1.0 **Statement of Purpose and Responsibility**

The Governance Committee will be responsible for monitoring and reviewing the governance of this Board.

2.0 **Committee of the Composition**

The Governance Committee will be comprised of:

- 2.1 Chair of the Board
- 2.2 Vice-Chair of the Board
- 2.3 Three (3) Trustees appointed by the Chair of the Board
- 2.4 Director of Education (non-voting member)

3.0 **Term of Appointment**

- 3.1 Reviewed annually as per General Working Bylaw Section 4.6

4.0 **Committee Operating Procedures and Scope:**

The Governance Committee will:

- 4.1 Receive and Review the Minutes of the Committee.
- 4.2 On an ongoing basis, monitor the effectiveness of the Board Governance and
- 4.3 to recommend any appropriate changes for its improvement.
- 4.4 Make recommendations to the Board as appropriate and necessary.

5.0 **Role of the Board:**

- 5.1 Support the work of the Committee.
- 5.2 Receive and review the Report.
- 5.3 Respond to appropriate recommendations of the committee.

6.0 **Meetings**

- 6.1 Meeting Minutes will be provided to all members.
- 6.2 The Chair and/or Director will set the agenda.
- 6.3 The Chair and/or Director may call on an external expert to support this committee.
- 6.4 The Governance Committee will meet at the call of the Chair and a minimum of two (2) meetings between September and June. Trustees can request additional meeting(s) through the Chair of the Governance Committee.

7.0 **Reporting**

The Governance Committee will make appropriate recommendations to the Board.