

Status: Standing Committee

Purpose:

- Establish priorities for policy development.
- Develop any policies and attend to issues that do not fit within the terms of reference of any standing committees.
- Recommend the goals for the annual Education Business Plan.
- Recommend the annual Education Business Plan.
- Recommend revisions to the Board By-laws.
- Review the annual FOIPOP and PIIDPA Report.

Procedures:

- In accordance with the *Education Act*, Planning and Priorities Committee meetings will be open to the public.
- In accordance with the Board By-laws, *Kerr/King* Rules of Order will be used to conduct the business and a quorum will represent a majority of Board members serving on the Planning and Priorities Committee at the time.

Membership:

- Board members to be duly appointed by the selection process in the Board By-laws and comprise the following membership:
 - The Chair and Vice Chair of the Board and the Chairs of the following Standing Committees: Education, Finance and Audit, Human Resources, Operations and Race Relations, Cross Cultural Understanding and Human Rights.
 - The Vice Chair of the Board shall be the Chair of the Planning and Priorities Committee.
- Staff membership to include:
 - The Superintendent of Schools will coordinate the work of the Committee.
 - The Board Secretary is the Recording Secretary for the Committee.

Reporting:

- The Committee Chair, in consultation with the Superintendent of Schools, the Board Chair and the Board Secretary, will prepare the agenda for prior circulation to all Board members, the Regional Education Officer and appropriate staff.
- Minutes will be circulated to all Board members, the Regional Education Officer and appropriate staff.
- Agendas and minutes will be posted to the Board website by the Board Secretary.
- The Committee Chair will provide a monthly report at regular Board meetings.

Meeting Dates:

- Meetings will be held monthly.
- Special meetings may be called by the Committee Chair when necessary.