STANDING COMMITTEES OF THE BOARD

CURRICULUM COMMITTEE
TERMS OF REFERENCE

ARTICLE I: GENERAL

1.1 General Terms. The General Terms of Reference for Committees ("General Terms") are incorporated herein by reference, except as otherwise provided herein.

1.2 Purpose. The primary purposes and functions of the Committee are to:

(a) Ensure that the curriculum and general pedagogy of the Alberta Classical Academy support the mission, purpose, and philosophy as expressed in the charter documents of the Academy and fulfill all requirements legislated by the province of Alberta

(b) Assist the Board with all matters relating to the curriculum of the Academy.

ARTICLE II: INTERPRETATION

2.1 Defined Terms. In these terms of reference, unless the context otherwise requires

(a) "Terms of Reference" shall mean these terms of reference of the Committee; and

(b) "Committee" shall mean the nominating Curriculum Committee established by the Board.

ARTICLE III: MEMBERSHIP

3.1 Composition. The Committee shall consist of :

a) A Minimum of three (3) members ("Committee Members") who are Directors appointed pursuant to the By-laws.
b) The Superintendent or designate
c) The Chief Development Officer
d) Community members invited by the Committee Chair

At the request of the Committee, others may attend meetings of the Committee on an ad hoc or regular basis.

3.2 Committee Chair. The Committee shall have a chair ("Committee Chair") appointed pursuant to the by-laws. In the absence or vacancy of the Committee Chair, the members of the Committee shall elect one of their number to act as Committee Chair for the time being. For the avoidance of doubt, the Committee Chair must be a Committee Member.

ARTICLE IV: MEETINGS

4.1 Frequency. The Committee shall meet at the call of the Committee Chair.

ARTICLE V: ROLES AND RESPONSIBILITIES POWERS AND DUTIES

5.1 Specific Responsibilities. In carrying out its mandate, the Committee shall:

(a) Define the ends that govern the curricular and instructional decisions for the school and publish those ends in a form that will be easily understood by the parent community;
(b) Determine, in consultation with the Superintendent and Chief Development Officer, the core curricular and instructional commitments that are essential to the attainment of the Charter, and publish the rationale for those commitments in a form that will be easily understood by the parent community;
(c) In collaboration with the Superintendent and Chief Development Officer, define metrics for annual reporting to the board that will indicate how successfully the Academy is fulfilling its core curricular and Charter commitments;
(d) In collaboration with the Superintendent and Chief Development Officer, authorize a curriculum map and required reading lists for each grade level;
(e) Participate in, and make recommendations relating to the selection of the Academy's curriculum resources;
(f) In collaboration with the Superintendent and Chief Development Officer, authorize the selection of textbooks;
(g) Develop policies or directives concerning curriculum matters;
(h) Review curriculum "lead sheets" and outcomes documents
(i) Ratify any proposed substantive changes to the curricular structures, and define processes that will govern how the curriculum may be changed.;

(j) Assist in the development of a "pedagogy manual" to describe best-practices and publish in a form that is easily understood by teachers and the parent community;
(k) Advise on the development of professional development programs for teachers that will enable them to better implement the determined curriculum;
(l) Make recommendations to the board regarding amendments to the charter;
(m) Develop policy recommendations for the Ministry of Education, in concert with other school boards, to rectify any legislative impediments that may arise which prevent the school from successfully attaining its defined academic goals.

Approved: 30 April 2024