STANDING COMMITTEES OF THE BOARD

POLICY AND GOVERNANCE 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) Lead in the development and review of Board Policies needed for i) the effective governance of the Alberta Classical Academy; ii) compliance with all relevant provincial and federal statutes; iii) effective and consistent implementation of the Alberta Classical Academy charter

(b) Assist the Board with all matters relating to policy development and governance

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 Policy and Governance Committee established by the Board.

ARTICLE III: MEMBERSHIP

3.1 Composition. The Committee shall consist of up to seven (7) members ("Committee Members"), including:

a) A minimum of three (3) Directors
b) The Superintendent or designate
c) The Chief Development Officer

At the request of the Committee chair, 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 Bylaws. 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: POWERS AND DUTIES

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

(a) Identify priority areas for policy development
(b) In collaboration with the Chief Development Officer, develop Board Policies as needed for:
    1. the effective governance of the Alberta Classical Academy;
    2. compliance with all relevant provincial and federal statutes;
    3. effective and consistent implementation of the Alberta Classical Academy charter
(c) Review draft Board Policies and provide recommendations to the Board concerning their adoption or amendment

Approved: 30 April 2024