

Policy 8 – Appendix A

COMMITTEES OF THE BOARD

Teacher Board Advisory Committee (TBAC)

The Teacher Board Advisory Committee (TBAC) is established as a standing committee of the Board, with responsibility for work as detailed below:

1. Purpose
 - 1.1 The committee is established to discuss matters of common interest which are not related to collective bargaining or remuneration and provide a means of open communication between the parties.
 - 1.2 To provide an opportunity through social interaction for the parties to understand each other's roles and responsibilities.
2. Powers and Duties
 - 2.1 Items which are contained in the Collective Agreement shall not be discussed by the TBAC.
 - 2.2 The TBAC is advisory only. Therefore no information discussed at these meetings is to be passed on to the news media other than by mutual consent of the ATA Local and the Board.
 - 2.3 The Committee may make recommendations to the Board or ATA Local as a result of its discussions.
 - 2.4 Any changes to these terms of reference require the ratification of both the ATA Local and the St. Thomas Aquinas RCSSD.
3. Membership
 - 3.1 Three (3) board members
 - 3.2 Four (4) teacher representatives from the Local
 - 3.3 One (1) administrative representative
 - 3.4 One (1) ATA EPC representative
 - 3.5 Superintendent or designate
 - 3.6 Board Chair and Local President are deemed ex-officio members
4. Meetings
 - 4.1 Meetings will be held when there is business to conduct, on the dates agreed to by Committee members.
 - 4.2 Meetings will be cancelled by the Committee Chair where no agenda items have been identified to him/her by 10:00 a.m. on the Wednesday prior to the meeting date.

- 4.3 Meetings will be conducted on an informal basis, without the requirement of formal motions.
- 4.4 The Committee Chair will draft the agenda and forward it to the Superintendent for approval. The approved agenda will be circulated to Committee members at least one (1) day prior to the meeting.
- 4.5 The first item of business at each meeting will be the confirmation of the agenda of the meeting.
- 4.6 The Committee Chair may alternate between a teacher and Board member on a year-to-year basis.
- 4.7 A secretary appointed by the committee will record proceedings, forward them to the Superintendent for approval. The approved minutes will be distributed to all members of the Committee, all trustees, and the President of the ATA Local.
- 4.8 Committee members are expected to report to the persons they represent.
- 4.9 Committee members are expected to receive input from members they represent to items discussed at TBAC.
- 4.10 Meals will be paid for by the Board and the Local will be invoiced for 50% of the cost.
- 4.11 Mileage will be paid for by the Board.