

## **LABOUR RELATIONS COMMITTEE TERMS OF REFERENCE**

The Labour Relations Committee shall be governed by the following Terms of Reference.

### **1. Membership**

#### **Voting Members**

- a) Three (3) Trustees as appointed by the Board at each Organization Board meeting (one of whom shall be elected to be the Chairman of the Committee).

#### **Advisory Members**

- a) Superintendent of Schools
- b) Associate Superintendent of Business and Operations
- c) Associate Superintendent of Human Resources

#### **Ex-Officio Member**

- a) Board Chairman

### **2. Meetings**

Meetings as required may be called by either the Committee Chairman or the Associate Superintendent of Business and Operations. Meeting agenda, if required, will be sent to members prior to each meeting by the Associate Superintendent of Business and Operations.

### **3. Remuneration of Trustees**

Trustees will be remunerated according to Board Policy.

### **4. Budget**

None required.

### **5. Authority**

The Committee has the authority to:

- a) Meet with the Alberta Teachers' Association Local #35 with a view to negotiate a Memorandum of Agreement, which shall subsequently be presented to the Board of Trustees for approval or rejection.
- b) Review recommendations on the Support Staff Terms of Employment for the Board of Trustees' approval, rejection or amendment.
- c) Review recommendations on exempt staff (excepting executive) salaries and benefits for the Board of Trustees' approval, rejection or amendment.
- d) Review recommendations on executive salaries and benefits for the Board of Trustee's approval, rejection, or amendment.