



POLICY 20: BOARD REPRESENTATIVES

The Board may appoint representatives in response to invitations for membership on committees originated by outside agencies. Such Board representatives shall act on behalf of the Board on issues authorized by the Board, and shall bring recommendations to the Board. Unless directed otherwise, representatives shall prepare a report to be provided at the next board meeting.

The Superintendent may appoint resource personnel to work with representatives and shall determine roles, responsibilities and reporting requirements of resource personnel.

The following committees will have Board representation as identified at the Organizational Meeting:

1. Alberta School Boards Association (ASBA) Zone 4
 - 1.1 Purpose
 - Represent the Board at meetings of ASBA Zone 4
 - 1.2 Powers and Duties
 - Attend ASBA Zone 4 meetings
 - Represent the Board's positions and interests at the Zone level
 - Communicate to the Board the work of ASBA Zone 4
 - 1.3 Membership
 - One trustee; with one alternate trustee. In the event that a trustee is elected Chair or Vice-chair, then an additional trustee will be appointed.
 - 1.4 Meetings
 - As called by ASBA Zone 4
2. Alberta Catholic School Trustees' Association (ACSTA)
 - 2.1 Purpose
 - Represent the Board as Director at ACSTA Board of Directors meetings for the advocacy of Catholic Education
 - 2.2 Powers and Duties
 - Attend Board of Directors meetings
 - Represent the Board's positions and interests at the Director's meetings
 - Communicate to the Board the work of ACSTA
 - 2.3 Membership
 - One trustee; one alternate (two-year term)



2.4 Meetings

- As called by ACSTA

3. Red Deer Catholic Schools Education Foundation

3.1 Membership

- Two (2) trustees as per Policy 22
- Superintendent
- Secretary-Treasurer
- Minimum of 5 to a maximum of 12 community members

3.2 Terms of Reference

- As per Policy 22

3.3 Minutes

- Recorded by the Secretary of the Foundation

3.4 Reporting

- A trustee representative will share meeting highlights at the next board meeting.

4. Teacher Employment Bargaining Authority (TEBA)

4.1 Membership

- One (1) Trustee elected by the Board as per TEBA Act

4.2 Terms of Reference

- To represent the Board on the TEBA committee

4.3 Reporting

- To the Board adhering to the regulations set out in the Public Education Collective Bargaining Act, Public Education Collective Bargaining Regulation and as permitted by TEBA bylaws and policies.

5. Joint Use Planning Governing Committee

5.1 Membership

- Two (2) Trustees
- Superintendent
- Two (2) Council Members
- Chief Administrative Officer (CAO) of the Municipality

5.2 Purpose/Terms of Reference

- The Municipal Government Act and Education Act require a municipality and school board operating within the boundaries of the municipality to enter into and maintain a joint use and planning agreement.
- The Municipal Government Act and Education Act require that a joint use and planning agreement address matters relating to the acquisition, servicing, development, use, transfer and disposal of municipal reserve, school reserve and municipal and school reserve lands.
- The role of the Governing Committee is to provide recommendations to the Council and Board regarding;
 - Reviews and amendments of Joint Use Planning Agreements
 - Resolution of any issues or matters of disagreement that arise.

5.3 Reporting

- Meetings of the Committee shall be considered in-camera to encourage and facilitate frank and open discussion. All decisions of the Committee shall require consensus of its members.

6. Rural Caucus of Alberta School Boards

6.1 Purpose/Terms of Reference

- Represent the Board at meetings of the Rural Caucus of Alberta School Boards.

6.2 Powers and Duties

- Attend Rural Caucus of Alberta School Board meetings.
- Represent the Board's positions and interests at Rural Caucus meetings.
- Communicate to the Board the work of the Rural Caucus and share meeting highlights at the next board meeting.

6.3 Membership

- One (1) Trustee and one (1) alternate.

6.4 Meetings

- As called by the Rural Caucus of Alberta School Boards.

References: Education Act, Section 33, 52
Public Education Collective Bargaining Act, Public Education Collective Bargaining Regulation

Reviewed: April, 2019, Revised: January 2011, February 2014, February 2025