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Revised: 2015-02-03; 2015-10-06

## By-Law BEC

### EXECUTIVE COMMITTEE

The Council of Commissioners may delegate certain of its powers and duties to its Executive Committee.

1. The Executive Committee is composed of seven members, including:
  - five (5) Commissioners;
  - one Parent representing the Parents' Committee; and
  - the Chair of the Council, who also serves as the Chair of the Executive Committee.

The Council of Commissioners shall elect at its July meeting, the members of the Executive Committee for a term of office of one year. The one-year term shall commence in July following the election and terminate as of the School Board meeting in July the following year.

The Director General takes part in the sittings of the Executive Committee but is not entitled to vote. Members who are not members of the Executive Committee are entitled to attend its meetings, but are not entitled to vote or to take part in the proceedings of the Committee.

2. Meetings of the Executive Committee will be held at least four (4) times per year. Meetings will be held at the offices of the New Frontiers School Board, 214 McLeod, Châteauguay, Québec, at 16:30 hours, on the second Tuesday of the months of October, December, February, and May.

A meeting of the Executive Committee may be adjourned to another hour of the same day or to a subsequent day, without it being necessary to give notice of the adjournment to the absent members. The Executive Committee will determine the day, time, and place where the adjourned meeting will continue.

3. The Chair or two members may call a special meeting of the Executive Committee. The meeting shall be called by a notice sent to each member by the Secretary General, at least two days before the meeting is held. Within the same period, the Secretary General shall give a public notice of the date, place and time of the meeting and of the matters to be discussed; publication in a newspaper is not required. However, in conformity with Articles 182 and 165 of the Education Act, the notice calling the meeting may be waived.
4. The Council delegates all of its powers to the Executive Committee to deal with emergency issues. An emergency issue is an unforeseen circumstance which requires resolution before the next regular meeting of the Council of Commissioners. Emergency decisions of the Executive Committee, made under these circumstances, are binding on the Council and shall be implemented in the same manner as decisions made by resolution of the Council. Such decisions shall be ratified by the Council of Commissioners at its next regular meeting. Minutes of the Executive Committee, when acting under these powers, must be approved by the Executive Committee and circulated at or before the next regular Council meeting.
5. The Council delegates to the Executive Committee the power to appoint members to standing/working committees.
6. The Executive Committee may also make written recommendations, in the form of resolutions, to the Council in the area of policy development or recommendations related to: Council philosophy and basic commitments; Council governance and operations; and Council organization.
7. The Executive Committee does not hold any powers other than those in this By-Law and those defined by law.