

To promote a life long learning community.

GUIDELINES

- a) To provide a vehicle for discussion and decision-making for Community Education programs and activities at Britannia.
- b) To advise and make recommendations to the Board of Management on all aspects of the delivery of Community Education programs at Britannia.
- c) To prepare annual goals to provide direction for the work of the committee and to review these regularly.
- d) To make recommendations to the Board of Management re: Community Education budget and to monitor its use.
- e) To make recommendations on personnel matters (i.e., selection, job descriptions) for Community Education Staff.
- f) To work with other committees and on-site agencies to provide programs that effectively meet the needs of our community.
- g) To liaise with the Vancouver Community Schools District Advisory Council.
- h) To keep informed about District and Provincial policies with regards to Community Education and Community School programs.

The Community Education Committee will consist of staff of the Britannia Society and its partners agencies and of community agencies as well as community people who are reflective of our diverse community.

Voting members as per the Letter of Intent between the Britannia Community Services Centre and the Vancouver School Board will include the following:

- Two representatives of the Vancouver School Board,
- Four community members who may be recommended by the Committee, but must be approved by the Britannia Board of Management. It is desirable that at least one of these be a member of the Board of Management and that there be representation from the School Consultative Committees.

The above members will be the only voting members on formal money and policy-making issues.

Staff/Agency Representation will include the following:

- Britannia Executive Director
- Community Education Coordinator
- Community Education Program Facilitator
- Britannia Volunteer Coordinator
- Britannia Library
- Britannia Recreation Department, and
- representatives from the local agencies reflective of our community and the committee's work

The above members will not vote on issues of money and policy but will advise the committee on these matters.

The term of appointment for the committee members will be July 1 - June 30.

MEETING SCHEDULE

The Community Education committee will meet monthly at a time which supports community involvement. The committee and meetings will be chaired by a community representative of Britannia Board of Management.

AUTHORITY FOR THE COMMITTEE

Authority for this committee derives from a Letter of Agreement between the Britannia Society and the Vancouver School Board.

REPORTING PROCEDURES

The Community Education Committee reports to the Board of Management through its minutes as well as through other reports as necessary.