



# Labour Relations Committee

## Terms of Reference

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### **Purpose:**

To represent the Board in Labour Relations matters with the ATA Local #35 and RVS Support staff, review recommendations on executive and exempt staff salary grids and group benefit plans.

### **Membership**

- a) Three trustees – one of whom must be the board TEBA 61 representative
- b) Superintendent of Schools
- c) Associate Superintendent of Business and Operations
- d) Associate Superintendent of Human Resources

### **Authority**

The Committee has the authority to:

- a) Develop parameters for local labour negotiations with ATA Local #35 for the Board's approval, rejection or amendment.
- b) Meet with the Alberta Teachers' Association Local #35 with a view to negotiate a Memorandum of Agreement on local matters, which shall subsequently be presented to the Board of Trustees for approval or rejection.
- c) Review recommendations on the Support Staff Terms of Employment for the Board of Trustees' approval, rejection or amendment.
- d) Review and make recommendations on executive and exempt staff salary grids for the Board of Trustees' approval, rejection or amendment.
- e) Review and make recommendations on the division's group benefits plans for the Board of Trustees' approval, rejection, or amendment.

### **Meetings:**

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

### **Minutes:**

A member of the committee will act as recording secretary.

### **Remuneration of Trustees:**

Trustees will be remunerated according to Board Policy.

### **Budget:**

None required.