SHARE THE MISSION COMMITTEE: TERMS OF REFERENCE

Role:

The share the mission committee shall recognize excellence within the division. The committee shall review nominees who have offered outstanding service for the benefit of our students; accepted demanding challenges and set new standards; contributed, through action and deed, to our Catholic identity; involvement and leadership in community/parish organizations; and reflected the Mission Statement of the school division.

Authority:

Section 53 of the *Education Act* stipulates that the Board shall establish, maintain and implement policies necessary for fulfilling its responsibilities under section 33.

Composition:

The committee will consist of the following members:

1. Three (3) trustees of the Board, the committee chair will be elected at the first meeting
2. Superintendent of Schools
3. The Executive Assistant and/or designate(s) as deemed necessary

Meetings:

The committee will meet one time a year in June and will present the award at the division opening Mass.

Responsibilities:

The Holy Spirit Catholic School Division staff, community, and public are asked to nominate someone who is deserving of the "Share the Mission" Award. The committee shall review each Share the Mission nominee package and choose the recipient who will be publicly acknowledged. The committee will arrange with the Superintendent of Schools to promote the award, review nominations submitted and provide input to the Board regarding potential award recipients.