



Mandate and Terms of Reference of the Trustees' Youth Award Committee

Mandate

The Trustees' Youth Award Committee will meet on an annual basis and determine recommendations for one (1) Elementary student and one (1) Secondary student to receive the Trustee Youth Award, and shall report to the Board on its recommendations.

Committee Membership

No fewer than three (3) Trustees as prescribed by the General Working By-Law of the Board.

Meeting Dates, Time and Location

Meetings will be held at the Catholic Education Centre, 650 Rossland Road West in Oshawa at 7:00 p.m. on a date as soon as possible after the deadline for the receipt of nominations.

Resource Person

Director of Education or designate.

Terms of Reference

1. The Chair and Vice Chair shall be elected at its first meeting following the annual meeting of the Board of Trustees, and for a one year term.
2. Meetings will be held in accordance with the Board's approved General Working By-Law and will be conducted *in camera*.
3. The Committee will review all submissions for the Trustees' Youth Awards and select one elementary and one secondary student.
4. A copy of the minutes of all meetings will be included for information in the appropriate *in camera* agenda.
5. Agendas, minutes and supporting documentation related to the Trustees' Youth Award Committee will be kept with the Director of Education or designate.

6. The Committee will operate according to a model of democratic and accountable governance that integrates and embodies Catholic values and traditions.

Effective June 30, 2021