



# New School in Langdon Ad Hoc Naming Committee

Terms of Reference

---

**Purpose:**

The Ad-hoc Committee's purpose is to consult with stakeholders, engage in conversation with the public; subsequently, provide recommendations for a maximum of two school names for the new school located in Langdon for consideration by the Board of Trustees.

**Membership:****Voting Members**

- a) One (1) Trustee (Ward 2 trustee)
- b) Two (2) parents/guardians
- c) Two (2) to Four (4) additional members compiled from the following groups:
  - i. Community Representatives
  - ii. School Administration
  - iii. RVC Representatives
  - iv. Developer Representatives
  - v. RVS Communication Department staff
  - vi. RVS Students

**Advisory Member**

The Director of Facility Planning and Capital Projects shall facilitate and be responsible for Chairing, maintaining records, meeting minutes and providing information and/or as required to the Committee.

If the Director of Facility Planning and Capital Projects requests a recorder then a recorder shall be assigned to the Committee.

**Areas of Focus:**

- a) Consult the community about possible names for the facility;
- b) Review suggestions regarding the naming of facilities made to the Ad Hoc Naming Committee; and
- c) Follow the guidelines for naming set out in Administrative Procedure AP5402.

**Authority:**

Provide recommendations of two possible school names for consideration by the Board of Trustees by February 1, 2024.

**Meetings:**

Meetings, as required, will be called by the Committee Chair. Notice of meetings and meeting agendas will be sent to each member prior to each meeting by the Director Facility Planning and Capital Projects or delegate.

**Remuneration of Committee Members:**

- a) Trustees will be remunerated according to Board Policy 27
- b) Public will not receive remuneration for their involvement

**Budget:**

None required.