

**MINISTER'S STUDENT ADVISORY COUNCIL ON WELL-BEING AND ACHIEVEMENT (MSAC)**  
**TERMS OF REFERENCE**  
**2023-2024**

**MANDATE**

To provide the Minister of Education and Early Childhood Development (EECD) with information and advice on matters relating to the needs and concerns of Nova Scotia's students, as these matters relate to the mandate of the department, including recommendations with respect to new and existing policies, programs and services of EECD.

**MEMBERSHIP**

- (a) The Minister's Student Advisory Committee on Well-Being and Achievement will be comprised of approximately 16-24 youth, appointed by the Minister of Education and Early Childhood Development. They will include:
  - i. 2-3 members from each Regional Centre for Education (RCE) and Conseil scolaire acadien provincial (CSAP), from their senior high school population (Gr 10-12).
- (b) Members will be selected based on their completion of an Expression of Interest. Consideration will also be given to their ability to either represent diverse community perspectives or to provide informed input on an issue of particular interest, as determined by the Minister with the goal to provide a forum that includes diverse representation of the school families that we serve. We welcome applicants to self-identify in the expression of interest if they so choose.
- (c) Appointment to the Committee will be for up to two years.
- (d) Notwithstanding (c), if appointments to the Committee are being made for the first time, or if all seats have fallen vacant, the Minister may make appointments for terms of either one or two years. Upon formation of the council, it is recommended that appointed members have staggered terms so that some representatives are retained from one year to the next to provide continuity.

**ROLES AND RESPONSIBILITIES**

- a) The Minister of Education and Early Childhood Development, through the department, will appoint members to the Committee, and, within a given timeframe, will identify issues for the Committee to discuss and to make recommendations on.
- b) Members of the Committee will:
  - i. fulfill the Committee's mandate to the best of their ability, with an objective and open-minded manner and in accordance with the rules of confidentiality provided to them.
  - ii. respond promptly to communication from the Department.

- c) The Department of Education and Early Childhood Development will provide administrative support to the Committee including:
- i. Ensuring that members have the necessary information to enable them to fulfill their mandate
  - ii. Providing members with the rules of confidentiality
  - iii. Processing the reimbursement of expenses

## **MEETINGS**

- (a) The Minister's Student Advisory Council on Well-Being and Achievement will meet a minimum of twice per year, normally between the months of September and June. Additional meetings may be called by the Minister at their discretion.
- (b) The Minister, through the department, will set the dates of Committee meetings.
- (c) Members will not be remunerated for serving on the Committee but will be reimbursed for reasonable expenses incurred in fulfilling their duties as members of the Committee. Expenses are reimbursed based on provincial travel policy.