

SCHOOL COUNCILS

Background

The *School Act* requires that a school council be established for each school within the division. The *School Councils Resource Guide, 2016*, developed by the Alberta School Councils' Association, is a valuable resource in defining the role and responsibilities of a school council.

Procedures

1. The Principal shall become familiar with section 22 of the School Act and the accompanying Alberta Regulation 113/2007.
2. The purpose of the school council will be to:
 - 2.1 Offer advice to the Principal and the board about any matter which relates to school operations.
 - 2.2 Offer advice to the school staff about the delivery of instructional and support programs and services to children.
 - 2.3 Encourage greater parent participation in the education of their children.
 - 2.4 Promote parent understanding of the education system and teaching process.
 - 2.5 Provide parents an organization through which they can express support for education.
 - 2.6 Help foster a total Catholic community.
 - 2.7 Work together to ensure the best possible Catholic education for students in the school and the broader school community.
 - 2.8 Enhance communication between home and school.
 - 2.9 Provide input from parents in the development of the mission of the school and in the attainment of that mission.
 - 2.10 Receive reports from the Principal on the school program, general policies and organization of the school.
 - 2.11 Receive reports and suggestions from parents and community groups on school related matters.
 - 2.12 Deliver annually to the Superintendent:
 - 2.12.1 A report on the school council's activities for the past year.
 - 2.12.2 A financial statement relating to money handled by the school council in the school year.

- 2.13 Perform any additional duty or function that may be delegated to it, through the Principal, by the Superintendent.
3. Members of the school council must be of the Catholic faith or be those Christians who respect the Catholic faith and subscribe to the Division's Mission Statement and Policies.
4. Where, in a school, a program of instruction is offered which supports the linguistic and cultural needs of a recognized minority, the parents of the minority program will have right of access to the school administration to offer advice on the delivery of the instructional program, and on related matters to school operations that may impact the program of instruction and/or student learning.
5. The school council shall observe the protocol of board adopted channels of communications.
6. A copy of the rules and by-laws of the school council are to be kept on file at the school.
7. The financial records of the school council shall be open to audit by the Secretary-Treasurer. Funds shall not be raised through loans from banks, financial institutions or other security requirements.

References: *The School Act*, Section 22
 Alberta Regulation 113/2007
 Alberta School Councils' Association (www.albertaschoolcouncils.ca/school-councils/effective-school-councils)