

# POLICY 17 - SCHOOL COMMUNITY COUNCILS

In accordance with Section 140 of The Education Act, 1995, School Community Councils will be established in each school within the Saskatoon Public School Division No. 13. Associate and Alliance schools are exempt from this requirement. School Community Councils are established to enhance the learning success and well-being of all children and youth through ongoing communication and parent engagement.

## 1. Role and Responsibilities of the Board of Education

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- 1.1 The role of the Board of Education is to embrace the opportunity that School Community Councils represent and receive advice and information from the School Community Council where appropriate.
- 1.2 The Board of Education shall:
  - 1.2.1 provide a Board policy for School Community Councils and companion policies that form the parameters of the School Community Councils' work as required;
  - 1.2.2 delegate appropriate responsibilities with respect to School Community Councils to the Director of Education;
  - 1.2.3 determine and approve an annual grant to each School Community Council;
  - 1.2.4 recommend to the Minister the merging of more than one School Community Council when appropriate and when the affected School Community Councils are in agreement with the decision; and
  - 1.2.5 recommend to the Minister the separation of an amalgamated School Community Council and establish two or more School Community Councils when appropriate and when the affected School Community Councils agree with the decision.
  - 1.2.6 In consultation with the School Community Council's chairperson, each trustee shall make an effort to attend at least one meeting per year for each school's School Community Council in his/her ward and inform the chairperson of his/her wishes to attend prior to the meeting date.

## 2. Role and Responsibilities of the Director of Education

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- 2.1 The Director of Education shall:
  - 2.1.1 designate an employee to provide guidance and to promote collaboration and communication between each School Community Council;
  - 2.1.2 provide companion administrative procedures that form the parameters of the School Community Councils' work;
  - 2.1.3 provide orientation, training, development, and networking opportunities for School Community Councils.

### 3. Role and Responsibilities of School Community Councils related to the Board of Education

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- 3.1 School Community Councils may within the parameters set by the Board in policy and administrative procedures:
  - 3.1.1 provide advice to the Board of Education respecting Board policies, programs, and educational service delivery, excluding service delivery by a specific staff member;
  - 3.1.2 provide advice to other organizations, agencies and governments on the learning and well-being needs of students.

### 4. School Community Council Assembly

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- 4.1 The Board approves the establishment of a School Community Council Assembly for the purpose of providing orientation, training, development, and networking opportunities. More specifically, the School Community Council Assembly meetings will:
  - 4.1.1 support the operation of the School Community Councils;
  - 4.1.2 support the School Community Councils' orientation and development regarding their roles and responsibilities;
  - 4.1.3 provide a mechanism for two-way communication between the Board and the School Community Councils; and
  - 4.1.4 provide an opportunity for networking among School Community Councils.
- 4.2 The Director of Education shall appoint an administrative liaison.
- 4.3 The School Community Council Assembly shall be comprised of representatives from each School Community Council in the division.
- 4.4 School Community Council Assembly meetings shall be chaired by the Board Chair or designate and an elected co-chair from the Assembly.
  - 4.4.1 The elected co-chair(s) for the Assembly will be determined each year at the annual spring meeting. Each School Community Council will have one vote.
- 4.5 The School Community Council Assembly shall meet a minimum of three times per school year. The agenda for each meeting will provide an opportunity for Board updates, networking opportunities with the Board, and networking opportunities among School Community Councils. The agenda will be developed by the co-chairs.
- 4.6 Additional School Community Council Assembly meetings may be held at the discretion of the co-chairs.

Legal Reference: Section 140.1 to 140.5, *The Education Act*  
Saskatoon Public Schools' Administrative Procedure 110: School Community Councils

Date Last Revised: March 15, 2022