

SCHOOL DISTRICT NO. 48 (SEA TO SKY)

REGULATION SERIES 1000 – SCHOOL-COMMUNITY RELATIONS

1005 SCHOOL-COMMUNITY RELATIONS R1005.1 School Planning Councils

REGULATION:

1. Membership

- 1.1 The principal of the school, one teacher representative, one student representative from Grade 10, 11 or 12 and three parent representatives comprise the membership of the School Planning Council. The Principal of the school shall be the chair of the School Planning Council. Where the Principal has delegated a vice-principal to act as his/her alternate, the vice-principal shall perform the functions of chair.
- 1.2 If no School Planning Council is in place in a school, the principal shall proceed to obtain named representatives and shall report to the board when all representatives have been named. The Board shall then establish a School Planning Council for that school.
- 1.3 In the event that a member of the School Planning Council is unable to remain on the Council during any given year, the students, teachers and parent advisory council may elect an alternate member to represent them.
- 1.4 An employee of the Board may not be elected or appointed as a parent representative.
- 1.5 School Planning Councils will serve for an academic year. Representatives may be re-elected.

2. Meetings

- 2.1 School Planning Council Meetings are open to alternates, invited guests and members of the school community to attend and /or participate in their meetings but no such guest shall have a vote.
- 2.2 Principals, in collaboration with the Parent Advisory Council and the School Planning Council will establish and communicate a schedule of School Planning Council meetings to be conducted throughout the year. There shall be at least three meetings. Additional meetings may be convened at the call of the chair or if requested by three members.
- 2.3 The Chair may require anyone to leave, if he or she is disrupting the functioning of the council.

- 2.4 The School Planning Council may meet by telephone or electronically, so long as all members can communicate with each other, and other participants can observe or audit proceedings.
- 2.5 The Chair shall ensure that a record of meetings held and a general summary of subjects discussed and decisions made are kept at the school.
- 2.6 By June 30, School Planning Councils will submit a school learning plan to the Superintendent.
- 2.7 After the Board has approved the school learning plan, the School Planning Council will make the plan available to the school community.
- 2.8 The School Planning Council will monitor the progress toward the goals of the school learning plan and provide updates to the school community.

3. Financial

- 3.1 Meeting expenses are the responsibility of the school.
- 3.2 No member of a school council shall receive any remuneration for acting as a member of the Council.
- 3.3 A School Planning Council has no power to raise or expend money.

4. Confidentiality and Conduct

- 4.1 From time to time, the School Planning Council may be provided with information by or on behalf of the Board of Education that has been designated as confidential. The members of the Council are expected not to disclose such information without permission given by or on behalf of the Board of Education and to abide by any restrictions or conditions placed on disclosure of the information.
- 4.2 It is expected that parent representatives will function as representatives of all school families and represent their community of interest, not the interests of any subgroup.
- 4.3 Members are expected to be collaborative and respectful in the conduct of Council business and to abide by the rulings of the chair.
- 4.4 Any complaint about the functioning of the School Planning Council should be made to the Council through its chair. If the complaint is not resolved, then the complainant may address the complaint to the Superintendent or designate.

- 4.5 If it appears to the Board of Education , following investigation, that a member of a School Planning Council has been guilty of misconduct, the Board of Education may discharge the member and request that a new member be elected, or may appoint a new member if elections are not feasible. Before making such a decision, the Board of Education shall ensure that the member has had the opportunity to respond to the allegations. The Board of Education will not be required to provide an oral hearing, but shall take into account any written representations.

5. Acceptance, Rejection, Modification of School Plans

- 5.1 In order for the proposed school learning plan to be adopted by the Board of Education, it must be consistent with the educational objectives, strategic directions and policies of the Board of Education, meet legal requirements, be supportable from available resources, and be reasonably likely to achieve its goals.
- 5.2 If the Board of Education rejects or modifies a proposed school learning plan, it shall provide reasons to the School Planning Council.

Legal Reference:

*Section 8.1, 8.2, 8.3, 8.5 School Act
School Planning Council Guidelines*