



Alberta
School Councils' Association

**OPEN ROLES AND RESPONSIBILITIES OF
SCHOOL COUNCIL WORKSHOP**

HANDOUTS

School Council:

A group of people who work together to **advise the principal and the board respecting matters relating to the school.**

A means for parents and community members to work together with the school to support and enhance student learning. *Alberta School Council Resource Manual, 2006*

Intro 1



Role of School Councils:

- Foster, develop, maintain and reflect the culture of the school
- Create the forum and opportunity for participation in school-based decision making.
- Seek and represent school community views.

Intro 2



School Council Membership:

- Principal
- Teacher
- Student (if senior high)
- Parents of children enrolled in the school must be the majority
- Others as decided

School Councils Regulation

Intro 3



School Council Functions:

- Advise principal and board on any matter relating to the school
- Decide operating procedures for itself
- Carry out activities related to its advisory role
- Handle monies
- Submit annual report of activities and financial statements to school board

Intro 4



School Councils are NOT:

- **School governance bodies** (see school board)
- **Employers** (see school board)
- **School managers** (see principal)
- **Primarily fundraisers**
- **Primarily lobbyists**
- **Complaint sessions**

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Intro 5



SCHOOL ACT – SECTION 22
Revised Statutes of Alberta 2000
Chapter S-3

Current as of October 1, 2005

SCHOOL COUNCIL

- 22 (1)** A school council shall be established in accordance with the regulations for each school operated by a board.
- (2)** The majority of the members of a school council shall be parents of students enrolled in the school.
- (3)** A board of a separate school district or a division made up only of separate school districts, by resolution, may require that the parents of students enrolled in a school operated by the board who are members of the school council must also be of the same faith as those who established the separate school districts, whether Protestant or Roman Catholic.
- (4)** A school council may, at its discretion,
- (a)** advise the principal and the board respecting any matter relating to the school,
 - (b)** perform any duty or function delegated to it by the board in accordance with the delegation,
 - (c)** consult with the principal so that the principal may ensure that students in the school have the opportunity to meet the standards of education set by the Minister,
 - (d)** consult with the principal so that the principal may ensure that the fiscal management of the school is in accordance with the requirements of the board and the superintendent, and
 - (e)** do anything it is authorized under the regulations to do.
- (5)** Subject to the regulations, a school council may make and implement policies in the school that the council considers necessary to carry out its functions.
- (6)** A school council may make bylaws governing its meetings and the conduct of its affairs.



SCHOOL ACT – SECTION 22
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Current as of October 1, 2005

- (7) Subject to the regulations, a board may develop and implement policies respecting school councils.
- (8) A board shall establish an appeal process or conflict resolution procedure under which the principal or the school council may apply respecting disputes on policies proposed or adopted for a school.
- (9) The Minister, on the request of the board, may dissolve a school council without notice at any time if the Minister is of the opinion that the school council is not carrying out its responsibilities in accordance with this Act and the regulations.
- (10) The Minister may make regulations Alberta School Council Resource Manual VI Alberta Home and School Councils' Association © 2006, revised 2007.
 - (a) respecting the election or appointment of the members of a school council and the term or other conditions of election or appointment and the dissolution of a school council;
 - (b) respecting the roles of the principal and the school council of a school and their respective powers, duties and responsibilities;
 - (c) respecting any other matter the Minister considers necessary respecting school councils;
 - (d) exempting a school or class of schools from the application of this section.

1988 cS-3.1 s17;1990 c36 s6;1994 c29 s8;1995 c27 s3



ADVISING ACTIVITY

All participants assume the role of the principal for the activity.

BACKGROUND: The school's literacy program began the previous year. When making decisions regarding this year's budget allocation, the principal must decide if funding for the program is to continue.

INPUT FROM OTHER PARTNERS/PARTICIPANTS:

- Teachers** Teachers from certain grades are requesting teacher assistants in the classroom due to the increased number of students. Other teachers want to continue the literacy program.
- Alberta Education** There is an initiative from Alberta Education to focus on student literacy.
- School Board** There is no additional funding allocated for school literacy programs.
- Federal Government** A funds matching program exists for schools to receive additional funding; however, the amount needed to receive the grant would deplete this school's entire budget for special programs.
- Parents** Parents have been very vocal about the reading levels of students and have been phoning the principal with their concerns.
- School Council** The School Council has advised the principal there are concerns about the increase in the number of students in the classroom. School Council would like to have teacher assistants or certain classes divided to reduce those levels.
- Principal** There have been many other unrelated requests that will affect the budget, including computers and the science program has requested new software and training to fulfill a new curriculum requirement.
- Students** In the last provincial achievement tests, some classes did not meet the provincial average in Language Arts.

DECISION: Does the principal ensure there are funds for the literacy program? Please provide the rationale for the decision and how you made the decision.



SCHOOL COUNCIL YEARLY AGENDA

- **Budget**
School Act; Section 22, 4 (a), (d)
School Councils Regulation 113/2007, Section 13 (1), (e)
- **Provincial Achievement Test Results**
School Councils Regulation 113/2007, Section 13 (2)
- **Jurisdiction's Three-year Education Plan**
School Act; Section 22, 4 (a), (c), (d)
School Councils Regulation 113/2007, Section 13 (3)
- **School's Three-year Education Plan**
School Act; Section 22, 4 (a), (c)
School Councils Regulation 113/2007, Section 13 (1), (c)
- **Jurisdiction and School's Results Report**
School Act; Section 22, 4 (a), (c), (d)
School Councils Regulation 113/2007, Section 13 (2)
- **Diploma Exam Results**
School Act; Section 22, 4 (a), (c)
School Councils Regulation 113/2007, Section 13 (2)
- **School's Policies, Mission, Vision, Philosophy and Policies**
School Act; Section 22, 4 (a), (c)
School Councils Regulation 113/2007, Section 13 (1), (a), (b)
- **ASCA Issue Resolutions (Members)**

