



“Together We Learn”

Section Seven: Community Partnerships

710R – SCHOOL PLANNING COUNCILS (REGULATIONS)

1. Membership

- 1.1 The Superintendent and/or designate shall be the district liaison for each School Planning Council for support purposes.
- 1.2 If a School Planning Council has not been established in a school or representatives have not been elected, the principal shall submit the names of potential representatives and report these to the Board of Education. 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 teachers and parent advisory council may elect an alternate member to represent them.
- 1.4 The principal may designate a vice-principal to act as his/her alternate for one or more meetings.

2. Meetings

- 2.1 At the first School Planning Council meeting of each school year, the members will elect a chair.
- 2.2 School Planning Councils shall strive to operate on the basis of consensus wherever possible. However, any member may present a minority report to the Board.
- 2.3 School Planning Councils shall meet at least 3 times per year.
- 2.4 The School Planning Council may meet by telephone or electronically, as long as all members can communicate with each other and other participants can observe or audit proceedings.
- 2.5 From time to time guests may be invited to attend to provide information or participate in the meetings.
- 2.6 A vote shall be held to approve the proposed school plan before presentation to the Board. Each member shall have one vote, with the chair voting at the same time as all members. Alternates may vote if they are the designated representative for that meeting.
- 2.7 A School Planning Council may create sub-committees to investigate matters within the Council’s jurisdiction and may invite additional participants to join the subcommittees.



Section Seven: Community Partnerships

“Together We Learn”

2.8 When they form each year, School Planning Councils should establish or adopt rules of order for the orderly conduct of their meetings.

3. General

3.1 A School Planning Council has no power to raise or expend money.

3.2 From time to time, the School Planning Council may be provided with information by or on behalf of the Board 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 and to abide by any restrictions or conditions placed on disclosure of the information.

3.3 It is expected that parent representatives will function as representatives of all parents and guardians from the school and represent their interests, not the interests of subgroups.

4. School Plans

4.1 Each year, as part of the School Planning Council process for development of the school plan, a representative of the Board and senior staff will meet with the Council to discuss and review the school's plan.

4.2 All School Planning Council school plans shall be presented to the Board by May 31st each year.

4.3 In order for the proposed school plan to be adopted by the Board, it must be consistent with the educational objectives, strategic directions and policies of the Board, meet legal requirements, be supportable from available resources, and be responsible and likely to achieve its goals.

5. Dispute Resolution

5.1 Any member of a School Planning Council may request the district liaison (Superintendent or designate) to assist the Council in resolving internal disputes or improving its processes.

5.2 If it appears, following a thorough review, that a member of the SPC has been guilty of misconduct, including but not limited to breach of confidentiality, the member may be removed from the Council. The member will have the opportunity to respond to the allegations and appeal to the Board.