

ELECTION INFORMATION

Parents and legal guardians of students enrolled at their school are eligible both to vote for and run as parent representatives.

A person is not qualified to be a parent member of a School Council if:

- (a) he or she is employed at the school, **or**
- (b) he or she is employed elsewhere by the Board, **unless** he or she takes reasonable steps to inform people qualified to vote in the election of parent members of that employment.

Nominations for parent representatives will also be accepted from the floor at the annual meeting provided:

- a) the person nominated is present and agrees to accept**
- b) the candidate shall be nominated and seconded by parents in attendance**
- c) all parents and guardians in attendance have voting rights. All ballots are to be secret and shall be destroyed immediately following the election process.**

No individual campaign literature for School Council elections may be distributed or posted in the school.

Elections by acclamation are acceptable.

IMPORTANT DATES

- 1. Final date of acceptance for nominations:
Friday, September 9, 2016
- 2. Notice of nominees' names posted on council bulletin board:
Monday, September 12, 2016
- 3. Elections to be held:
Wednesday, September 14, 2016 at
North Cavan P. S. 6:30 PM

For more information on your School Council please contact your Principal or a member of your current School Council.

GUIDING PRINCIPLES

1. School Councils are advisory bodies; and as such, will provide guidance to the Principal, and when appropriate, to the School Board as priorities develop.
2. Education is an essential partnership which requires communication, recognition and involvement of all school staff, parents and community representatives.
3. School Council goals shall be student-focused, esteem-building and relevant to the parent/guardian and/or child.
4. School Council's Constitution/Bylaws in conjunction with the Code of Ethics will define the roles and expectations of its members.
5. Appropriate in-service opportunities will be made available.
6. Regular review of School Council activities is necessary to evaluate and respond to the changing needs of students, parents, school and communities.
7. School Councils should endeavour to have their memberships reflect the diversity of the school communities

WHAT ABOUT THE OTHER COUNCIL POSITIONS?

- Parent representatives are self-nominated positions.
- Community members, Breakfast Club and Hot Lunch Coordinator will be appointed annually.
- The Teacher representative shall be elected by members of the Teaching staff.
- The Non-Teaching staff member shall be elected by members of the Non-Teaching staff.

A detailed outline of each position will be posted on the Council bulletin board at the school.

School Council Information Pamphlet and Executive Position Nomination Form

FOR THE 2018-2019 SCHOOL YEAR

You are invited to become involved in making the decisions that affect your school community...



THE PURPOSE OF SCHOOL COUNCIL

The Council exists as a support and an advisory body to assist with improving learning for students.

- 1) As a support body, the Council provides support to the school for implementation of programs, communication of activities and promotes the best interests of the school community, under the leadership of the Principal.
- 2) As an advisory body, the Council provides advice to the school Principal and where appropriate, to the School Board on any of the matters that the Council has identified as priorities.

Please refer to the North Cavan School Council Constitution/Bylaws for a complete definition.

WHO CAN BE MEMBERS?

- Parents/guardians must form the majority of Council members
- Teachers
- Non-teaching members of staff
- Community members
- School Principal (mandatory)

HOW CAN YOU GET INVOLVED?

- Attend Council meetings
- Talk to your school Principal
- Talk with School Council members
- Submit your name on the attached nomination form

SCHOOL COUNCIL MEETING DATES

It is expected that our Council will continue to meet once per month. Meeting dates for the year will be determined by consensus with the members of the 2016-2017 School Council.

REMEMBER! Even if you don't want to be a member of School Council, you are always welcome to attend the meetings.

WHAT IS EXPECTED FROM COUNCIL MEMBERS?

- Attend and participate in Council meetings
- Observe the Council's Code of Ethics and established Constitution/Bylaws
- Participate in information and training programs as needed
- Act as a link between the Council and the community
- Welcome the participation of parents/guardians from all groups and of other people in the community
- Follow Board policies and procedures and comply with applicable legislation
- Act in good faith
- Provide a yearly Police Record Check and Vulnerable Sector Screening before assuming responsibilities

WHAT KIND OF ISSUES ARE DISCUSSED AT THE SCHOOL COUNCIL MEETINGS?

When people think Council they usually think fundraising and while fundraising is an important facet of Council it is certainly not the only one. The following is a sample of items that are discussed at Council meetings through-out the year:

- Food Allergies in the School
- Development of Council Goals (parent driven initiatives in the following areas: student achievement/parent communication/physical health/school environment/music & the arts/character education/fundraising)
- School Events (holiday celebration, literacy events, open house bbq, etc.)
- Discussions on School Budget
- School Security Issues (fencing, lockdowns, fire drills etc.)
- Playground Safety Issues (playground equipment upgrades, discussions regarding items being brought from home)
- Principal Reports
- Board Policies (e.g. Classroom cap size of 20 students in the primary division)

NOMINATION FORM FOR EXECUTIVE COUNCIL POSITIONS

I, _____ would
(Parent/Guardian Name)

like to have my name stand for possible election to the North Cavan Public School Council for the position of:

- Chair * Co-chair Secretary
 Treasurer Fundraiser

and/or

I, _____ nominate
(Parent/Guardian Name)

_____ to stand for
(Parent/Guardian Name)

possible election to the North Cavan School Council for the position of:

- Chair * Co-chair Secretary
 Treasurer Fundraiser

I have contacted the person and he/she has agreed to have his/her name stand.

(Signature of parent completing this form)

Date: _____

Please return this nomination form to the school office by:
Monday, September 10, 2018

* The Chair of the School Council must be a current School Council member.