

Duties and powers

140.5 Every school community council shall:

- facilitate parent and community participation in school planning;
 - provide advice to its board of education;
 - provide advice to its school's staff;
 - provide advice to other agencies involved in the learning and development of pupils; and
 - comply with the regulations and the policies of its board of education
- 2006, c. 18, s. 18.

Definitions:

Duties – Must do

Powers – May do

Facilitate – To make an action or process easier

Advise – Offer suggestions about the best course of action

Collaborate – Work jointly on an activity in order to achieve or do something

School Community Council Functions and Powers				
	SCC	Principal	Administrative Procedures	School Staff
Educational Services				
In co-operation with the school staff, develop and recommend to its board of education for approval a learning improvement plan that is in accordance with the school division's strategic plan (3.92 - SSBA Handbook)	Approves (must)	Leads	AP 104	Participates
Perform any activities assigned to it in a learning improvement plan approved by the board of education (3.92 – SSBA Handbook)	Duties (must)	Facilitates	AP 104	
Provide advice and recommendations to the board of education respecting policies, programs and educational service delivery, grade discontinuance, school closure, religious instruction, and language of instruction but not including educational service delivery by a specific teacher (3.93 SSBA Handbook)	Powers (may)	Informs		Participates
Provide advice to the school staff respecting school programs (3.93 - SSBA Handbook)	Powers	Informs		Participates
Council's advice on the family-life curriculum, supports and enhancements for the learning program and e-learning opportunities(3.1.3.2 - SSBA Handbook)	Provides feedback	May request	AP 201, AP 202	
School policies regarding home-work, absenteeism, field trips, and other student-related matters (5.2.5.1 - SSBA Handbook)	Is informed	Informs		
The roles and responsibilities of key school personnel, including the Principal, Vice Principal, janitor, lunch and playground supervisors, other support staff and interagency personnel (for example Community School Coordinators, School Resource Officers and Social Workers) (5.2.5.1 - SSBA Handbook)	Is informed	Informs		
A profile of the school including the range of programs offered in the school, the learning needs of students, school resources including facilities, number of school staff, demographic and other school community contextual variables. (5.2.5.1 - SSBA Handbook)	Is informed	Informs		Participates
Current school goals and targets for achievement (5.2.5.1 - SSBA Handbook)	Is informed	Informs		Participates
Advice regarding supports and enhancements to the learning program; and A Handbook for School Community Councils and Principals (5.2.5.2 - SSBA Handbook)	Is informed	May request feedback or advice		Participates
Material and Financial Resources				
Account publicly (report to community) for the expenditure of funds related to the operation of the school community council (3.92 - SSBA Handbook)	Duties	Advises	AP 112	
General classroom consumables or supplies such as notebooks (3.1.3.2 - SSBA Handbook)	Advise	Request/Advise	AP 505	Participates
Classroom activities such as fieldtrip transportation or skating fees(3.1.3.2 - SSBA Handbook)	Advise	Request/Advise	AP 505	Participates
Curriculum project supplies such as wood, metal, or fabrics (3.1.3.2 - SSBA Handbook)	Advise	Request/Advise	AP 505	Participates
Student Representative Councils (SRC) (3.1.3.2 - SSBA Handbook)	Advise	Facilitates		
Extra-curricular activities (3.1.3.2 - SSBA Handbook)	Advise	Request/Advise	AP 263	Participates
Fundraising activities, and school fees (5.2.5.3 - SSBA Handbook)	approval	Requests/recommends	AP 505, AP 520	Participates
Others				
Undertake activities to enhance its understanding of the community's economic, social and health needs, aspirations for pupils' learning and well-being, and resources and supports for the school, parents, guardians and community (3.92 SSBA Handbook)	Duties	Advises/facilitates		Participates
Participate in orientation, training, development and networking opportunities in order to enhance its capacity to fulfill its responsibilities (3.92 - SSBA Handbook)	Duties	Facilitates	Facilitates	
Communicate annually to the parents, guardians and community members about its plans, initiatives and accomplishments (3.92 - SSBA Handbook)	Reports to community Duties	Facilitates	Is informed	Participates
Provide advice to other organizations, agencies and governments on the learning needs and well-being of pupils (3.93 - SSBA Handbook)	Powers	Facilitates		
Advice related to general Division-wide governing policy, operational procedure and decisions including the School Division Strategic PPlan, budge and other specific initiatives (3.1.3.1 – SSBA Handbook)	Provides feedback	Facilitates	Consults	
Advise about the formation, structure and operations of the Council itself (3.1.3.1 - SSBA Handbook)	Provides feedback		Consults	
School policies regarding volunteers (5.2.5.1 - SSBA Handbook)	Is informed	Informs	AP 495	Participates
Expectations related to student conduct and behavior (5.2.5.1 - SSBA Handbook)		Informs		
School building safety guidelines including emergency plans (5.2.5.1 - SSBA Handbook)	Is informed	Informs		Participates
Guidelines regarding information sharing (5.2.5.1 - SSBA Handbook)	Is informed	Informs	AP 180	Participates
Provide advice and recommendations to the board of education respecting fundraising, school fees and pupil code of conduct (3.93 SSBA Handbook)	Powers	Informs	AP 505, 520	Participates
Advice related to extra-curricular programs of the school (5.2.5.2 - SSBA Handbook)	Provides feedback	May request feedback or advice	AP 262	Participates
Student Code of Conduct (5.2.5.3 – SSBA Handbook)	Approval	Requests/recommends		Participates