

NIPISSING-PARRY SOUND CATHOLIC DISTRICT SCHOOL BOARD

CATHOLIC SCHOOL ADVISORY COUNCILS

AS 15.0
NPS 295-01

POLICY:

The NIPISSING-PARRY SOUND CATHOLIC DISTRICT SCHOOL BOARD recognizes that the concept of community is of central importance to Catholic schools and that the home-school-church partnership is essential to building a true Christian community which will enhance the education of all students. Therefore, IT SHALL BE THE POLICY OF THE NIPISSING-PARRY SOUND CATHOLIC DISTRICT SCHOOL BOARD that a Catholic School Advisory Council be established in every school to improve pupil achievement and to enhance the accountability of the education system to parents.

PROCEDURES:

1. Mandate

- a) The Catholic School Councils are advisory by nature and, as such, may make recommendations on any matter to the principal or, to the Board through the principal.
- b) The Catholic School Advisory Councils shall perform this advisory function while working within the framework of The Education Act, the regulations made thereunder, Board policies, collective agreements, the Freedom of Information and Protection of Privacy Act, Municipal Conflict of Interest Act and any other related requirements. This legislated mandate is vested in a Catholic School Advisory Council acting as a group in accordance with its by-laws; it does not apply to individuals acting independently.

2. Composition

- a) Membership on the Catholic School Advisory Council (CSAC) should be reflective of the ethno-cultural diversity of the community.
- b) Subject to Ministry of Education regulations, there shall be a minimum of six parent members on the CSAC.
- c) Each CSAC shall consist of two (2) community representatives; specifically,
 - i) one (1) who is a separate school ratepayer without children or grandchildren attending the school, appointed annually by the other members of the Council, and
 - ii) one (1) Catholic church representative appointed annually by the Catholic School Advisory Council in consultation with the respective parish priests and/or deanery.

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CATHOLIC SCHOOL ADVISORY COUNCILS	AS 15.0 NPS 295-01
<p>3. Elections and Appointments</p> <p>a) At the beginning of each school year potential new council members will be recruited from the parents or guardians of the students attending the school. Elections will be held within the first thirty days of school.</p> <p>b) Members will serve a term of one year.</p> <p>c) The council shall appoint the two community representatives at the first meeting held after the elections.</p> <p>4. Council Procedures</p> <p>a) Copies of minutes of council meetings shall be forwarded to the appropriate supervisory officer.</p> <p>b) Any recommendations to the principal or to the Board through the principal shall be recorded in the minutes as a resolution approved by the committee.</p> <p>c) The Council will generally operate in a manner that uses consensus and compromise as the preferred method of decision making. If an issue on the agenda has not been resolved by consensus after two consecutive meetings of the CSAC, it shall be resolved by majority vote at a subsequent meeting of the CSAC.</p> <p>5. Roles and Responsibilities of Catholic School Advisory Council Members</p> <p>a) Chairperson</p> <p>The Chairperson of the Catholic School Advisory Council shall:</p> <ul style="list-style-type: none">• call school Council meetings;• prepare the agenda for school Council meetings;• chair the school Council meetings;• ensure that the minutes of the school Council meetings are recorded and maintained at the school,• participate in information and training programs;• communicate with the school principal;• ensure that there is regular communication with the school community through the principal.	

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<p>b) Catholic School Council Members</p> <p>The members of the school Council shall:</p> <ul style="list-style-type: none">• understand their role is advisory and that this advisory function is vested in the Catholic School Advisory Council as a body rather than in its individual members;• understand they cannot have access to confidential information regarding students/staff (Freedom of Information and Protection of Privacy Act);• participate in Council meetings;• participate in information and training programs;• act as a link between the Council and the community;• encourage the participation of parents from all groups, and of other people within the school community. <p>c) The Principal</p> <p>The principal shall:</p> <ul style="list-style-type: none">• facilitate the establishment of the Council and assist in its operation;• submit a list of the CSAC members to the appropriate supervisory officer by October 31st;• provide training to council members regarding jurisdiction and liability issues;• support and promote the Council's activities;• attend meetings of the Council as a non-voting, ex-officio member;• seek input from the Council in areas for which it has been assigned advisory responsibility;• obtain and provide information required by the Council to enable it to make informed decisions;• communicate with the chairperson of the Council as required;• ensure that copies of the minutes of the Council meetings are kept at the school and are forwarded to the appropriate supervisory officer.	

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Notwithstanding any of the above, the principal continues to be responsible for the day-to-day operations of the school under The Education Act and its regulations, Board policies, collective agreements and any other related requirements.

6. Reimbursement of Expenses

Catholic School Advisory Council members will be reimbursed for out of pocket expenses for activities pre-authorized by the principal or Board and in accordance with Board policy.

7. Supplies

Schools will allocate a portion of their administrative budget to Catholic School Advisory Councils for supplies as follows:

1 - 99 students	-	\$50.
100 - 199 students	-	\$100.
200 - 299 students	-	\$150.
300 - 399 students	-	\$200.
St. Joseph-Scollard Hall	-	\$600.