

FAQ FOR NEW SCHOOL COUNCIL MEMBERS:

Why and how often are Joint School Council/School Board Meetings held?

Generally they are held twice a year, once in the fall and once in the early spring. They are held at the Sexsmith Civic Centre because it is a central location for all our schools. Most schools bring an administrator, the chair and the secretary-treasurer from their council. The meetings provide an opportunity for school councils to meet, network and discuss common issues. Suggestions for agenda items are always welcome. Email your trustee or joannvanstone@pswd76.ab.ca.

When is the next Joint School Council/School Board Meeting?

The next School Council Meeting is Tuesday, March 30, 2010.

Are school councils subject to FOIP or PIPA?

School boards are considered 'public bodies' and are therefore subject to *Freedom of Information and Protection of Privacy Act (FOIP)*. School councils are considered organizations and are subject to *Personal Information Protection Act (PIPA)*. *PIPA* sets out requirements for the ways a school council may collect, use and disclose personal information.

Can schools release the names of school council members, for example, in a school newsletter?

For an elected member of the council, there is an expectation that the individual's name and contact information will be available to anyone. Schools should discuss with council members how their personal information will be used, for example, whether home phone numbers will be released, and to whom. Note that the Peace Wapiti web page (www.pswd76.ab.ca) does publish the names of each school council's chair and secretary-treasurer, however, it only lists the school phone number as contact information.

How is information communicated to School Councils?

An email account has been set up for each school council chair. Your school has been notified of your PWSO email address and password and will assist you the first time you wish to access your email. Your school will provide you with your email account name and password, or contact Dawn Assel at 532-8133. 'How to Access your School Council Chair Email' is attached.

School Council Tool Box

Peace Wapiti is almost completed developing a tool box of information for school council members to use to assist them in their roles. It will include everything from Acronmy and Jargon Lists to Minute Taking Tips and Reporting Requirements. The Tool Box will be available on the School Council web page in the near future. You'll get an email when it's ready!