

# School Council's Role in School-based Planning and Results Reporting

## Section 5 – School Council Resource Manual

### **The Role of the School Council**

A school council should review its mission, vision and goals annually to ensure it reflects the views of the current membership.

Other school council functions may include:

- consulting with the principal so he or she can ensure students have opportunities to meet Ministry standards, fiscal management is sound and the community's expectations are taken into consideration during school-based planning
- advising the principal and the school board/charter board
- being involved in school-based planning
- sharing ideas and information with other school councils and provincial organizations
- communicating information to the school community and other school councils
- setting policies that relate to school council functions, such as:
  - location of school council meetings
  - mailing address for school council correspondence
  - school council orientation and development policy
  - financial policy
  - fundraising policy
  - communications policy
  - privacy policy
  - minutes of school council meetings
  - pertinent information unique to the school council.

### **What School Councils are Not**

It is important to be mindful that, as with all partners in education, there are limits to the work that can be done by a school council. Roles that are not to be taken on by a school council include:

- school governance
- employment issues
- school management
- listening to complaints.

It is not the primary role of school councils to:

- fundraise
- lobby.

When everyone has a clear understanding of his or her role on school council, it fosters mutual respect and collaboration.

### **School Councils Must Avoid ...**

- working on policies that deviate from school board policy
- taking on the role of the teacher, principal or school board, each of which has professional and legal responsibilities within the school system
- discussing performance or conduct of individual students, teachers, other employees, parents or community members during activities related to school council
- commenting on terms and conditions of individual employment contracts for school staff
- discussing matters clearly designated to another person or group through legislation.