

Making Decisions about School Council Business

The way school councils make decisions may vary, depending on the issue. Two typical models for making decisions are consensus and majority vote. School councils may combine both strategies to seek consensus from the school community and then confirm the decision by a majority vote.

Right to vote at establishment meeting

7 Despite section 6, only persons who attend the establishment meeting and are

(a) parents of students enrolled in the school, or

(b) parents of children enrolled in an Early Childhood Services program at the school are entitled to vote on matters raised at the meeting.

*Alberta School Council Resource Manual X
Alberta Home and School Councils' Association ♥ 2006, revised 2007.*

First School Council Meeting of the Year

The agenda for the first meeting should review the relevant legislation, allow discussion of the work of school council and help set the focus for the coming year. Normally, the agenda is set through collaborative efforts between the principal and chairperson.

Suggested topics for the first meeting include:

- review of the legislation, by-laws or operating procedures
- designation of a privacy officer
- roles and responsibilities of school councils, principals, teachers and school board (see Section 3: Roles and Responsibilities)
- mission, vision and code of ethics for school council or school
- school council's previous year's report to the school board
- rules of order that the school council will use throughout the year, including voting procedures
- schools and/or school council's three-year plan and activities (See Section 5: School Council's Role in School-based Planning)
- minutes of the last school council meeting and discussion about how to access the minutes from previous meetings
- potential school council committees and their responsibilities
- meeting dates and times for the year
- review of the governance model used in previous years, including how decisions are made.

Sample School Council By-laws (By-laws are operating procedures) are available in the Alberta School Council Resource Manual on page 56 <http://education.alberta.ca/media/464094/scm.pdf>