

Adopted: 1998-04-28	Reviewed:	Amended: 2002-12-10 2011-11-01
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SUBJECT: **SCHOOL PARENT ADVISORY COUNCILS**

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The Board of Education recognizes that School Parent Advisory Councils play a positive role in a school(s) organization. The Board acknowledges the worth of many forms of parental participation in school life, such as informational meetings and auxiliary support. Additionally, the Board believes that consultation with parents is a desirable and necessary part of a complete school program.

In keeping with this intent, the Board expects that school personnel will actively encourage and support parent and community involvement in the schools. The Board also expects that wherever parents request, School Parent Advisory Councils will be established as a means to involve parents and guardians at school.

A parent advisory council is a formalized method of obtaining involvement of parents to study school problems, plan for improvements in education and foster school and community relationships.

The primary focus of a parent advisory council is to improve the quality of school/community life, by promoting and supporting education.

In order for a parent advisory council to play a meaningful role, it must be organized so that its functions and terms of reference are clearly defined. The council should possess full knowledge of its role and responsibilities and its relationship with the local school in order to ensure every opportunity for success.

[Section 8 of the School Act](#) stipulates that:

- (1) Parents of students of school age attending a school or a Provincial school may apply to the board or to the minister, as the case may be, to establish a parents' advisory council for that school.
- (2) On receipt of an application under subsection (1), the board or minister must establish a parents' advisory council for the school or the Provincial school.
- (3) There must be only one parents' advisory council for each school or Provincial school.
- (4) A parents' advisory council, through its elected officers, may
  - (a) advise the board and the principal and staff of the school or the Provincial school respecting any matter relating to the school or the Provincial school, other than matters assigned to the school planning council, and

- (b) at the request of the school planning council, assist the school planning council in carrying out its functions under this Act.
- (5) A parents' advisory council, in consultation with the principal, must make bylaws governing its meetings and the business and conduct of its affairs, including bylaws governing
- (a) the dissolution of the parents' advisory council,
  - (b) the election of members to represent the parents' advisory council on the school planning council, and
  - (c) the election of a member to represent the parents' advisory council on the district parents' advisory council.
- (6) Voting at an election referred to in subsection (5) (b) and (c) must be by secret ballot.

### **Application**

The Superintendent of Schools shall ensure that every Principal with the School District is aware of the requirements of Section 8 of the *School Act*.

1. The Superintendent shall provide assistance to Principals to ensure that the bylaws governing the meetings of the parent advisory councils transpire in accordance with sound governance and meet the conditions of the *School Act*.
2. It shall be the responsibility of the Board of Education to review any and all applications under Section 8 of the *School Act*.
3. Upon receipt of an application, the Board shall approve the creation of a parent advisory council for a school within a period of thirty (30) days unless unforeseen circumstances intervene.
4. Each Parent Advisory Council is to include a membership statement in its constitution that is in keeping with the spirit and intent of Section 8 of the *School Act*.