



John McCrae Secondary School

103 Malvern Drive, Nepean, Ontario, K2J 4T2

WHAT DOES THE JMSS SCHOOL COUNCIL DO?

Executive Summary from the JMSS COUNCIL Constitution & Bylaws

What does the School Council do? (Mandate)

The JMSS school council liaises through the school principal and is an important link between parents and the school community. Some of the key duties of the JMSS school council examples include (not exhaustive):

The responsibilities of school councils are established (legislated) provincially in the Ontario Education Act. All schools in the Ottawa-Carleton District School Board (OCDSB) should have an advisory school council to help increase communication between schools and their communities and to serve the needs of students.

1 Building a sense of community:

- organizing extra-curricular activities in the school
- coordinating school-based services and community partnerships related to social, health, and recreation

2 Enhancing the home-school relationship:

- establishing school-community communication

3 Providing advice & comments on areas such as:

- School Learning Plan (SLP): curriculum and school program goals and priorities
- school budget priorities, including local capital improvement plans

Who sits on the School Council?

Membership on JMSS school council is open to all parents/guardians of students enrolled in the school, as well as community members, intermediate/secondary students, the school principal, teachers and staff. JMSS school council should reflect the diversity of your community.

- the minimum Council size is eleven (11) Members
- the majority of Members (by one) must be Parents
- a minimum of six (6) parents/guardians of students who attend the school (elected by their peers)

What are the Responsibilities of the JMSS school council members?

- attend Council meetings regularly
- maintain a school-wide focus on all issues
- participate actively in the work of the Council
- consult with Parents about matters under consideration
- support the work of the Council in the community
- encourage the participation of Parents from all groups and of other people within the School community

Chair/Co-Chairs

- arrange for meetings, prepares agendas, and chairs meetings and ensure meeting minutes are recorded

- communicate with the school principal
- communicate with the school community on a regular basis and ensure that parents/guardians of all students are consulted on matters under consideration
- prepare an annual report and financial statements

Vice-Chair

- assist the Chair in any other roles and responsibilities as may be required from time to time

Parent Representatives

- solicit views of other parents/guardians and community members to share with the council
- participate on council committees
- encourage parents/guardians and community members to participate in events and programs

Community Representatives

- represent the community's perspective and help build partnerships & links between the school & community

Student Representatives

- solicit views of students to share with the council

School Staff Representatives

- solicit views from staff to share with the council

School Principal

- seek input of the school council on the School Learning Plan (SLP), school budgets and community partnerships
- support and promote the council's activities
- attend all school council meetings or appoint a vice-principal delegate when required
- encourage parents/guardians and community members to participate in events and programs

What are the School Council goals & priorities?

In addition to the responsibilities as an advisory body, the JMSS school council is responsible for establishing annual goals and priorities, providing information and training for your new school council members, and promoting the best interests of the JMSS school community as a whole.

When & where does the school council meet?

- meetings of the Council shall be held at least four times each year and shall be open to the general public
- meetings shall normally be held at the School

Where can I get more information?

- School Council website – links to School Council Constitution, School Council Bylaws (#1: Membership & Roles and #2: Voting, Elections)
- Join our Facebook or Twitter Feed (see below)