

THE MANDATE OF THE BOARD SAC COMMITTEE IS AS FOLLOWS:

1. To promote initiatives and programs to support all students and to promote and support the successful functioning of School Advisory Councils in all TCRSB schools.
2. To review all reports which provide information on the success of our students' learning and to review SAC letters of Agreement (annual revisions), and to make recommendations to Board.
3. To review, revise and/or develop relevant policies for recommendation to the Board.
4. To review provincial pilot projects and school and/or Board-based programs for recommendation to the Board.
5. To receive and review the School Improvement Plans, and the Annual Report.
6. To receive reports from staff and to request presentations on specific topics.
7. To provide in-service opportunities for SAC members.
8. To assume other responsibilities as requested by the Board.

ASSISTANCE AVAILABLE FOR SACS

There is help available at the board office should you wish someone to come to your SAC and review roles and responsibilities or answer any questions. To avail yourself of this service, please contact either the Coordinator of Monitoring & Evaluation at 749-5814 or the Chair of the Board's SAC Committee, at 749-5696

(Toll free for both: 1-800-915-0113)

Members of the Council participate directly in planning school improvement strategies and the council provides additional means for reporting on student and school success.

These are primary responsibilities for councils. The council helps the principal and staff to improve communication and to increase the involvement of parents and community members in the school. Councils are intended to focus on the learning needs of students.

Tri-County Regional School Board

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Tri-County Regional School Board
Nova Scotia, Canada

Students First

SCHOOL ADVISORY COUNCIL



Tri-County Regional School Board
Nova Scotia, Canada

Students First

A school advisory council is a legally recognized body composed of the principal and representatives of teachers and support staff, students, parents, and community members who work together in an advisory capacity to increase the quality of education being provided by the school. The fundamental purpose of the school advisory council is to ensure that all students receive the best possible learning opportunities by engaging all partners in an ongoing process of shared discussion, planning and development for school improvement.

A SCHOOL ADVISORY COUNCIL WILL TYPICALLY:

- Provide each partner with a voice in decision making
- Collaborate with all school staff in developing a school improvement plan
- Submit the school improvement plan to the School Board
- Assist in developing school policies, which promote academic excellence and a positive learning environment
- Develop ways and strategies to improve and support the extra-curricular program and special projects in the school
- Advise the principal and staff on school level issues related to curriculum and programs, school practices, and policies in areas such as student discipline, fund-raising and parent-school communication strategies
- Participate in the selection of the school principal by representation on the board's selection committee when a true vacancy occurs
- Monitor improvement activities undertaken during the year, specific results that have been achieved, and factors that influenced the results
- Maintain effective communication among the partners by holding regular open public meetings and circulating written information
- Develop by-laws subject to the approval of the School Board
- Upon agreement of the School Board and Council, assume responsibilities for student discipline as outlined in sections 123(3), 124(3) and 125(1)(b) of the Education Act.

SCHOOL ADVISORY COUNCIL WILL NOT:

- Take on the role of the teachers, principal, support staff, or School Board, each of whom has professional and legal responsibilities
- Be involved in the day-to-day professional management of the school
- Allow special interest or single interest groups to dominate the agenda of the Council
- Hire, suspend, dismiss or discipline any employee of the School Board
- Conduct in-camera sessions

The following description gives an overview of the possible roles Council members

CHAIRPERSON

1. Facilitates/leads Council meetings
2. Communicates with the principal and School Board
3. Helps to seek consensus and resolve conflicts
4. Assists the principal in communicating the annual report to the partners

EXECUTIVE

1. Organizes the agenda for Council meetings in consultation with the principal
2. Records and maintains Council minutes
3. Represents the Council at other meetings
4. Organizes the schedule of events for the Council

COUNCIL MEMBERS

1. Develop and recommend a school improvement plan with the school staff
2. Communicate with groups they represent
3. Work as team members
4. Write and revise Council by-laws
5. Participate in the development of the Council's annual report.

PRINCIPAL

1. Provides educational leadership
 2. Helps to establish the School Advisory Council
 3. Assists the chairperson in presenting the annual report to the partners
 4. Consults with the Council on relevant school issues
 5. Gives periodic updates on the school improvement process
 6. Responds to the advice of the Council
 7. Coordinates the implementation of the school improvement plan
 8. Assists the Council in the preparation of the annual report
 9. Communicates with staff, students, parents and school board
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