**CONSTITUTION FOR**

**North Agincourt Junior Public School**

**School Council**

1. **Name**

The organization shall be known as the “North Agincourt Junior Public School Council” and hereinafter called “NASC”.

1. **Mission Statement**

The NASC is an advisory body which consists of elected parents; North Agincourt JPS teaching staff, North Agincourt JPS support staff, Principal/Designate, and an optional community representative. The council, through the active participation of all partners in a collaborative manner, shall work to improve pupil achievement and to enhance the accountability of the education system.

1. **Responsibilities**

The School Council shall:

* Consult with parents/guardians of the students enrolled at North Agincourt JPS about matters under consideration by the council. (reg. 612/23)
* Develop by-laws that govern election procedures, filling vacancies, a conflict of interest, and a conflict resolution process. (reg. 612/15.2)
* Keep minutes of meetings and records of financial transactions available at the school for a period of four years, for examination without charge by any person. (Reg. 612/16)
* Produce an annual written report of the council activities, including financial activitie3s, to be submitted to the principal and the Toronto district School Board. (Reg. 612/24)

The Principal/Designate shall:

* Act as a resource person to the school council and assist the council in obtaining information relevant to its functions including information relating to relevant legislation and policies. (Reg. 612/20)
* Solicit the views of the school council with respect to:
  + School policies and guidelines that relate to the student achievement or to the accountability of the education system to parents;
  + A local code of conduct and a local student dress code;
  + New education initiatives that relate to students or the accountability of the education system to parents;
  + School action plans for improvement based on EQAO results and communication of those plans to the public. (Reg. 612/1-3)
* Consider each recommendation made by the council and advise the council of the action taken in response to the recommendation. (Reg. 612/18)
* Distribute the school council’s annual report to every parent/guardian and post it in an accessible location (Reg. 612/24.3)
* Distribute materials intended for school councils from the Ministry of education to school council members and post them in an accessible school location (Reg. 612/12.1)
* Give written notice of the elections to all eligible parent/guardians at least 14 days before the election and post such notice in an accessible school location (Reg. 612/6 & 7)
* Attend every meeting of the school council (Reg. 612/3.16

The Toronto District School Board shall:

* Solicit the views of school councils concerning the development of policies and guidelines with respect to pupil achievement and the accountability of the education system to parents, including: codes of conduct, dress codes for students, allocation of funding to school councils, fundraising, conflict resolution processes, re-imbursement of expenses incurred by school council members, education improvement plans and selection criteria for principals and vice principals (Reg. 612/19.1)
* Consider each recommendation made to the TDSB by school councils and shall advise the council of the action taken in response to the recommendation. (Reg. 612/21)

The Ministry of Education:

* Shall report to school councils annually on education issues in the province and may provide them with information on their roles and responsibilities (Reg. 612/10.1)
* May collect names, address, phone numbers and e-mail addresses of school council members and may share this information with the Parent Involvement Advisory Committee.

1. **Objectives**
2. To act as a communication link between the school and parents, thus empowering parents/guardians with a shared responsibility for their child(ren)’s education experience;
3. To develop strategies and solutions, in partnership with the staff, parents/guardians, students and administration for the improvement of pupil achievement and overall educational experience at North Agincourt JPS;
4. To keep up-to-date on current trends in education and to share this knowledge with the school community on a regular basis;
5. To provide staff, parents/guardians, and students with an accountable system to which they can voice their concerns, comments and suggestions for future consideration;
6. To raise fund, in accordance with applicable Toronto District School Board policies, for the purpose of enhancing the education of children.
7. **Membership**
8. Parents/guardians shall form the majority of school council members. The specific number of members in each category is determined by the council by-laws. (Reg. 612/3.4 & 4.1) Members of the School Council shall include:
   * Parents/guardians of students enrolled in the school
   * A member of the teaching staff
   * A member of the support staff
   * The principal/Designate
   * Community representative may be selected by council
9. Toronto District School Board employees who stand for school council election as a parent member in their child’s school must disclose their employment with Toronto District School Board.
10. Toronto District School Board employees are not eligible to be chair/co-chair of any school council in the Toronto District School Board.
11. **Meetings**
12. The school council shall meet at least four times during the school year to discuss and decide on matters that it has authority to consider (Reg. 612/12.1)
13. A newly elected school council shall meet within 35 days of the school year on a date set by the principal; (Reg. 612/12.2);
14. All school council meetings shall be open to the public; (Reg. 612/12.4)
15. Members shall be eligible to attend meetings of the School Council and serve on the Executive Committee or ad hoc committees of the School Council and to receive regular publications of the School Council;
16. Members shall be entitled to one vote each on any motion presented to the School Council.
17. **Officers**
18. The number of Officers is in accordance with North Agincourt JPS School Council By-Laws. (Reg. 612/8.4) Notwithstanding, these must be made up of a majority of parent/guardian members including a Chair Person (Reg. 612/8.1), a member of the school teaching staff, a member of the school support staff and the principal/designate.
19. Officers of the schools Council must be elected to serve for a term of one (1) fiscal year.
20. An office is automatically vacated if:
    1. An officer submits a written resignation to the School Council, or
    2. An officer ceases to be eligible for membership in the School Council as per Section V., Reg. 612 and/or NASC By-Laws.
21. If any vacancy occurs for the above reasons, a by-election may be held as specified in the NASC by-laws.
22. **Committees**

All sub-committees (standing or ad hoc) may include non-elected members of the school community and must include at least one elected parent member of the school council. (Reg. 612/13.2-3).

*Standing Committees*

1. Nominating Committee for Parent Members which consists of no fewer than two parent/guardian members of council who are not seeking re-election for themselves or their spouse/partner.
2. Fundraising Committee may be established as a standing committee or ad hoc committee

*Ad Hoc Committees*

1. The School Council in a general meeting at its discretion may appoint ad hoc committees in accordance with the by-laws.
2. The School Council is responsible for designating the terms of reference and designating the term of office of all ad hoc committees. Such committees have only the duties and authorities designated by the Council and are accountable to the Council for their actions. These committees must report to the School Council.
3. **Rules of Order**

All rules and proceedings of discussion must be in accordance with Ontario Regulation 612, the NASC constitution and the NASC by-laws. The current version of Roberts’ Rules of Order shall be used for clarification of rules and proceedings not stipulated herein.

1. **Amendment of the Constitution**
2. A member must give notice in writing to the School Council 60 days before a general meeting that a motion will be introduced to amend the constitution; such a notice is to contain a statement of the general purpose, nature and effect of the proposed amendment. Notice of such a motion does not require a seconder and is not debatable.
3. The School Council must direct to each member a copy of the full text of the member’s amending resolution and the supporting statement. This shall be posted or mailed along with the notice of the meeting, at least 30 days in advance of said meeting, at which the amending resolution is to be moved and discussed.
4. The motion for the amendment must be introduced, seconded, debated and voted upon at the meeting. The motion must receive acceptance by at least 66% of voting members in attendance.
5. **By-laws**

The School Council may pass by-laws, in accordance with O. Reg. 612/00, NASC Constitution and NASC By-laws, for all purposes relating to its affairs and business.

1. **Amendment of the By-laws**
2. Any amendments to the School Council by-laws may be created, repealed or amended by a simple majority at a general meeting.
3. Members are to be advised of proposed by-law amendments at least fourteen (14) days before the general meeting.
4. A vote shall occur as defined in the by-laws.