

School Councils and Parent Involvement Committee

Administrative Procedure

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| Topic: | School Councils and Parent Involvement Committee |
| Status: | Active |
| Effective: | December 2014 |
| Revision Date: | December 2018, December 2021, March 2024 |
| Review Date: | March 2027 |
| Responsibility: | Superintendent of Education with responsibility for School Councils and PIC |

INTENDED PURPOSE:

The Halton District School Board:

- believes education is a shared responsibility involving students, parents/ guardians, staff, community members and trustees
- recognizes parental/ guardians interest and involvement at home and at school positively influence student achievement
- believes community participation in public schools enhances educational opportunities for students and can play a significant role in promoting and advancing public education
- recognizes consultation with students, parents/ guardians, staff and community members is both useful and desirable
- believes interaction among students, parents/ guardians, staff, community members and trustees will foster mutual recognition and understanding, and encourage the integration of community services and resources

PROCEDURE:

The Principal or Vice-Principal of each school, in cooperation with any existing parent/ guardian group, shall facilitate the establishment of a school council consisting of student, parents/ guardians, staff and community representatives. The school council shall be chaired by a parent/ guardian. Trustees may participate in an advisory capacity to the council.

School Councils and Parent Involvement Committee

Administrative Procedure

The school council shall operate in a way that is consistent with the goals, values and policies of the Halton District School Board, and shall have, as its primary guiding principle, the fostering of the educational interests of all students.

The school council may make recommendations to the Principal on any matter. Where appropriate, the school council may make recommendations to the school board on school and education issues, i.e., Policy Review/Development.

To protect the liability of school council members, all school council events must be approved by the school Principal or Vice Principal and thus be sanctioned by the school board. To be sanctioned by the school board, the Principal or Vice Principal must be in attendance at the event. The school board's insuring agency, Ontario School Boards Insurance Exchange (OSBIE), only provides insurance coverage for school board sanctioned events.

For new schools, the formation of the School Council shall be no sooner than September 1st of the year in which the school opens.

The school board will facilitate communication among the school councils within its jurisdiction.

Parent Involvement Committee:

Parents/ guardians matter in education. They matter as vital partners who contribute much to the work of educators, schools and communities. They serve as parent/ guardian leaders and mentors, and models of commitment to excellence in education. Parent/ guardian engagement is recognized by the Ministry of Education as an essential component of Ontario's Equity and Inclusive Education Strategy.

The regulatory requirement (O. Reg. 612 amended by O. Reg 330/10) that every school board in the province have a Parent Involvement Committee promotes parent/ guardian voice within our schools, through school councils across the province, as well as at the board level, where communication of parent/ guardian perspectives is an important part of parent/guardian engagement.

School Councils and Parent Involvement Committee

Administrative Procedure

The Parent Involvement Committee is a school board committee that engages in consultation with Trustees and the Director of Education. The committee members are parents/ guardians of students in our schools.

Reference number: Pending

Cross-Reference:

Legislation

Regulation 612/00 as amended by Reg. 330/10 School Councils and Parent Involvement Committees

Ministry Policy & Program Memoranda

School Councils: Guide for Members, Ministry of Education, 2002

School Council Handbook, HDSB, 2016

School Council Handbook Supplement, HDSB, 2011

Public Sector & MPP Accountability & Transparency Act, 2014

Board Policies, Procedures & Protocols

HDSB Admin Procedure: Dealing with Public Concerns

PIC Terms of Reference and Bylaws

Revision History

- April 3, 2024: Administrative Procedure Update Report 24049.