

<p>Kelsey School Division Box 4700 The Pas, MB R9A 1R4</p> <p>Phone: 623-6421</p>	<p>Code: KMA</p>
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SCHOOL ADVISORY COUNCILS

Under the provisions of the Manitoba Public Schools Act, the Board of Trustees is ultimately responsible for the overall planning, organization, motivation coordination and control of the school system.

School Advisory Councils have but a consultative role; their mandate is to make recommendations to their respective school administrators in an advisory capacity.

Guideline Recommendations for KSD and School Advisory Councils/ Parent-Teacher Associations

The primary role of School Advisory Councils and Parent-Teacher Associations is to "complement the education program of the local school."

It is recognized, therefore, that School Advisory Councils and Parent-Teacher Associations are to act in a supportive role with respect to school programs.

Specifically, it is felt that some interpretations and clarifications of roles and regulations are to be attached. Thus, in general, the following apply for School Advisory Councils and Parent-Teacher Associations:

1. To cooperate in establishing programs for parents and the community through which they may become informed of school activities.

School Advisory Councils may wish to utilize the resources of both the Division and support agencies in this regard, whether it be for speakers, program documents, or other facilities. The services of personnel and physical facilities of the Division would ordinarily be available free of charge for this program.

2. To become involved in the development of activities which:
 - a) enhance the learning of both children and parents:

- The concept of support services of School Advisory Councils is important in this area. Since all instructional activities in schools are the direct jurisdiction of the Board of Trustees as specified in the Public Schools Act, all activities and programs pertaining to teaching and learning in the classrooms of the Division must be sanctioned by the School

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Division Board and implemented by the designated personnel employed by the Board. In all cases, communication or inquiry should be made through the regular channels of teachers, school principal, the Superintendent's department and then to the Board of Trustees.

- b) foster racial and cultural understanding, particularly of groups within the neighbourhood.
- c) assist in creating a safe neighbourhood environment for the physical well being of the children.

- Programs designed to enhance the above may be recommended by School Advisory Councils for inception by the School Division Board.

3. To discuss school Division policy, procedure, curriculum, finance, or facilities.

- Discussion may take place directly with the Board of Trustees or through the medium of other meetings of School Advisory Councils or the general public. Recommendations may then be made to the Board by School Advisory Councils.

4. To contribute to a sense of community in the local school neighbourhood.

5. To communicate educational information and special events to the parents and area residents.

- School Division resources are available to School Advisory Councils in this regard. Dissemination of materials and notices, for example, may be distributed through the staff and students of the school; but like information dissemination for all outside groups, all information must be cleared through the Superintendent's office in the presence of a School Advisory Council executive member.

6. To advise and initiate adult activities in the school and community.

- All of the above activities shall be able to utilize the resources of the School Division, with the provision that such activities are carried on within the regulations pertaining to other support agencies working with the School Division.

7. To advise on use of community resources and agencies to support the educational program and meet community needs.

- This extremely important function of School Advisory Councils may be expedited through continuous communication with Division instructional personnel, school staffs in particular. Teachers need to be

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informed of existing services such as speakers, audiovisual presentations, and demonstrations that are available in the community for educational purposes. School Advisory Councils should let the school personnel know of any speakers, etc. they may be planning, or let the schools know when the School Advisory Council is aware of educational activities in the community. Kelsey School Division shall make School Advisory Councils aware of any speakers or educational activities being planned in the Division.

8. To help make the community aware of the educational process within the Kelsey School Division.

- In order to accommodate this, School Advisory Councils may require speakers, presentations regarding curriculum or policies. The request for such should be made through the Superintendent's office who shall refer this request to the most qualified personnel. It is understood that requests of personnel for presentations shall be on a completely voluntary basis.

9. To ensure accurate information is available and to avoid discussion regarding individual personnel and individual students, material of a confidential nature shall not be discussed with representatives of School Advisory Councils.

10. To ensure that only official representatives speak for their respective organizations.

Student Representation

Student representation at School Advisory Council meetings should be encouraged. The student councils of the respective schools may, if they so wish, select a student representative to provide liaison between the students and the School Advisory Council.