



Kawartha Pine Ridge District School Board

Policy Statement

Policy Name: Regional School Councils Associations ————— **Policy Code:** B-6.2
Section: Board and Community

Established: May 27, 1999

Revised or

Reviewed: December 20, 2001, April 24, 2008, June 24, 2010, October 22, 2015,
October 27, 2020, DRAFT March 3, 2025

1. Policy Statement

The Kawartha Pine Ridge District School Board values the involvement of school councils in supporting student achievement, well-being and success for all, and contributing positively to local and provincial educational priorities. The Board supports the active advisory role of school councils and regional school councils by encouraging input into relevant Board and school-level decisions.

The Education Act, Regulation 612, mandates that all schools be required to establish school councils. The Kawartha Pine Ridge District School Board recognizes the value of regional school councils' associations in promoting the work of school councils, school council communication, training, and providing feedback on policy development. The Board advocates and encourages the role of regional school councils associations in acting as supporting and advisory bodies to school councils and the Board.

Ontario Regulation 612/00 mandates that boards facilitate communication among their school councils. This policy acknowledges the authority of superintendents and others, as prescribed in the Education Act and Ministry of Education regulations, to identify, promote and implement the policies, programs and plans of the Board. The Board recognizes the advisory role of school councils' associations in the development of Board policies, and it requires that regional school councils' associations will operate under the policies and procedures of the Board, and will comply with the relevant legislation including the Education Act and the Municipal Freedom of Information and Protection of Privacy Act, as well as other regulatory legislation.

2. Objective

The Regional School Councils policy identifies the advisory nature of regional school councils and their role in promoting the functioning of school councils through information dissemination, discussion, training, sharing best practices, and communication.

3. Definitions

Regional School Council

The three regional school councils (Clarington, Northumberland and Peterborough) are support and advisory bodies to school councils and the Board working to promote quality education for students.

Board

The corporate Board which maintains the daily operation of the system; Kawartha Pine Ridge District School Board; a reference specifically pertaining to Kawartha Pine Ridge District School Board as a legal entity; also referred to as KPR or KPRDSB.

Board of Trustees

The elected governance branch of the Board.

MOE

Ministry of Education

Policy

A statement of intent, governing principle or end result, adopted by the Board of Trustees in open public session; it is intended to articulate what must be done, the rationale for it and a framework for the system.

School Community

The school community includes, but is not limited to, students, parents/guardians/families, staff members and members of the local community.

Quorum

The minimum number of members necessary to conduct a meeting, which represents a simple majority of members.

Trustee

A person elected, acclaimed or appointed to the office of trustee of the Board pursuant to the provisions of the Education Act and the Municipal Elections Act, and a member of the Board of Trustees.

4. Application

This policy applies to KPR staff and members of the school community who are involved in regional school council associations.

5. Responsibility

The family of schools' superintendent, or designate, is responsible for overseeing the organization of regional school councils and related meetings.

Members of regional school councils are responsible for operating within Board policy and procedure, and all applicable legislation.

The Board recognizes supervisory officers and/or principals as the Board's representatives and responsible for decisions under the Education Act and Ministry of Education Regulations, and Board policy and administrative regulations.

The Communications and Corporate Affairs area is responsible for the guidelines and directives within this policy.

6. Policy

6.1 Regional School Councils' Associations - Terms of Reference

6.1.1

A regional school councils' association is a support and advisory body to school councils and the Board working to promote quality education for students.

6.1.1.1

As a support group, a regional school councils' association promotes the functioning of school councils by acting as a forum for information dissemination, discussion, training, sharing best practices, and communication among school councils.

6.1.1.2

As an advisory group, a regional school councils' association promotes the functioning of school councils by providing advice and input to the Board, Ministry of Education and school councils, while neither duplicating nor usurping the role of school councils.

6.2 Regional School Councils' Associations - Organization and Structure

6.2.1

Each school council shall belong to a regional school councils' association.

6.2.2

Each regional school councils' association shall have its own constitution. The constitution shall address the areas of governance, meetings, membership, quorum, election of officers, roles of officers, terms of office and replacement cycle (succession), financial accountability, consensus decision-making, purpose, scope of activities, and communications.

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6.2.3

All regional school councils' ~~associations~~ shall:

6.2.3.1

Establish goals, priorities, and procedures.

6.2.4

Organize information and training sessions to enable members of school councils to gain the knowledge and develop the skills required to fulfill their role.

6.2.5

Hold a minimum of two meetings per year.

6.2.6

Communicate on an ongoing basis with all school councils within their region to seek their views and preferences with regards to matters which the membership has decided will be addressed by a regional school councils' ~~association~~.

6.2.7

Promote the best interests of school councils.

6.2.8

Participate in Board-wide regional school councils' ~~association~~ forums.

6.2.9

Act in good faith.

~~6.3 The Board recognizes supervisory officers and/or principals as the Board's representatives and responsible for decisions under the Education Act and Ministry of Education Regulations, and Board policy and administrative regulations.~~

~~6.3 **School Councils' Associations – Membership**~~

~~6.3.1 Members of a school councils' association shall include the chairperson or designate from all school councils within the region. The designate must be an elected or appointed non-staff member of the school council. Only members of a school councils' association within the region shall be voting members.~~

~~6.3.2 A representative to the school councils' association shall be determined by election/appointment at a regular local school council meeting.~~

~~6.3.3 Resource/liaison to a school councils' association shall include:~~

~~6.3.3.1 principal representation;~~

~~6.3.3.2 at least one trustee representative; and~~

~~6.3.3.3 at least one superintendent.~~

~~6.3.4 The term of office for elected/appointed positions shall be one year. Members may seek additional terms of office.~~

~~6.3.5 There will be no honorarium paid to members of a school councils' association.~~

~~6.3.6 School councils' associations may have an executive. Election of the officer(s) and roles and responsibilities will be as outlined in the association's constitution.~~

~~6.3.7 Local trustees will receive a copy, in advance, of school councils' association meeting agendas and a copy of the minutes of such meetings.~~

6.4 School Councils' Associations – Roles and Responsibilities of Members

~~6.4.1 The chairperson of the school councils' association shall:~~

~~6.4.1.1 call school councils' association meetings in consultation with the superintendent(s);~~

~~6.4.1.2 prepare the agenda for school councils' association meetings as outlined in the association's constitution/guidelines;~~

~~6.4.1.3 chair school councils' association meetings;~~

~~6.4.1.4 ensure that minutes of school councils' association meetings are recorded, maintained and distributed;~~

~~6.4.1.5 participate, or ensure participation, in information and training programs;~~

~~6.4.1.6 maintain open, on-going communication with the Board, local area trustee(s) and superintendent(s);~~

~~6.4.1.7 ensure that there is regular, on-going communication with school councils;~~

~~6.4.1.8 adhere to Board policies and administrative regulations;~~

~~6.4.1.9 encourage school council representation;~~

~~6.4.1.10 encourage and facilitate participation in Board-wide meetings where applicable; and~~

~~6.4.1.11 act in good faith.~~

~~6.4.2 Members of the school councils' association shall:~~

~~6.4.2.1 participate in school councils' association meetings;~~

~~6.4.2.2 participate in information and training programs;~~

~~6.4.2.3 act as a link between the school councils' association and the school council;~~

~~6.4.2.4 follow Board policies and procedures and comply with applicable legislation; and~~

~~6.4.2.5 act in good faith.~~

~~6.4.3 Resource/liaison to the school councils' association shall:~~

~~6.4.3.1 facilitate the establishment of the school councils' association and assist in its operation;~~

~~6.4.3.2 support and promote the school councils' association's activities;~~

~~6.4.3.3 participate in school councils' association meetings;~~

~~6.4.3.4 participate and act as a resource regarding information and training programs;~~

~~6.4.3.5 seek input from the school councils' association in areas, including but not limited to, those it has been assigned advisory responsibility;~~

~~6.4.3.6 act as a resource concerning laws, regulations, Board policies, and collective agreements (e.g., Education Act, and Freedom of Information and Protection of Privacy Act);~~

~~6.4.3.7 obtain and provide, where reasonable, information as required by the school councils' association to enable it to make informed suggestions and advice;~~

~~6.4.3.8 maintain open, on-going communication with the chairperson of the school councils' association;~~

~~6.4.3.9 assist the school councils' association in communicating with the school councils;~~

~~6.4.3.10 encourage the participation of chairpersons or designates of school councils;~~

~~6.4.3.11 ensure that the school councils' association follows Board policies and procedures; and~~

~~6.4.3.12 act in good faith.~~

6.3 Regional School Councils' Associations - Roles and Responsibilities of the Board

6.3.1

The Board recognizes the valuable input regional school councils' ~~associations~~ provide to Board decision-making.

6.3.2

The Board will support regional school councils' ~~associations~~, composed of school-based council chairpersons, or designates, by developing means for regular communication, including access to copies of the Board policies, reports on Board meetings and media advisories, and will ensure that they ~~associations~~ are informed of all scheduled Board meetings.

Wherever possible and feasible, the Board will support the provision of video conferencing for meetings of regional school councils' ~~associations~~.

6.3.3

The Board will consider during the budget process an annual allocation to assist the regional school councils' ~~associations~~ with communications and meeting costs.

6.3.4

The Board will consider during the budget process an annual allocation for training and development for members of regional school councils' ~~associations~~.

6.3.5

The Board may seek advice on policy issues as listed in Board Policy No. B-6.1, School Councils, through the trustee and administrative processes, as well as regional school councils' ~~associations~~.

6.3.6

The Board reserves the right to disband regional school councils' ~~associations~~ which are in serious contravention of applicable legislation or established Board policy and administrative regulations.

6.3.7

Members of a regional school councils' association shall be covered under the Board's liability insurance, if the activity or action is done in good faith, is within the parameters of this policy and such activity/action adheres to the appropriate Acts, Regulations or Board policies and/or administrative regulations.

6.3.8

Regional ~~S~~school councils' associations cannot be signators to agreements/contracts on behalf of the Board or any school.

6.3.9

Regional ~~S~~school councils' associations are encouraged, as required, to make a presentation on the association's work to the Board of Trustees.

7. Related Policies, Administrative Regulations or Procedural Documents

Board Policies:

[B-2.2, Annual Meetings and Committees of the Board](#)

[B-3.2, Equity, Diversity and Inclusion](#)

B-6.1, School Councils (to be hyperlinked)

8. Reference Documents

Legislation:

[Education Act](#)

[Municipal Freedom of Information and Protection of Privacy Act](#)

[Ontario Regulation 612/00, School Councils](#)

[Regulation 298 of the Revised Regulations of Ontario, 1990 \(Operation of Schools – General\)](#)