

1002.4 School Councils

1. On or before September 30 of each year the chair of each school council shall file a report for the previous year with the Board, through the Superintendent:
 - 1.1. Form 1002.4.1 – School Council Annual Report;
 - 1.2. Form 1002.4.2 – School Council Balance Sheet;
 - 1.3. Form 1002.4.3 – School Council Statement of Receipts and Disbursements.
2. In the event of a dispute between the principal and the school council which cannot be resolved internally, either party shall have the right to refer the matter to the Superintendent.
 - 2.1. The appeal shall be in writing in a form prescribed by the Superintendent with a copy provided to the other party.
 - 2.2. Upon receipt of an appeal the Superintendent (or designate) shall meet with the parties, independently or together as the Superintendent so chooses, for the purpose of attempting to resolve the conflict through negotiation/arbitration.
 - 2.3. Should the process identified in 2.2 above not resolve the dispute, the Superintendent shall convene a three-member committee consisting of one Trustee, one principal and one school council chair. The committee shall hold a hearing at which both parties shall be provided with an opportunity to present their positions. The Superintendent may be called as a witness. The decision of the committee shall be final.
3. When, on three successive occasions, a school council fails to achieve a quorum the chair of the school council or the principal shall immediately advise the Superintendent who, in consultation with the chair of the school council and the principal, shall determine whether or not the school council should be suspended. A quorum on a seven person (minimum) school council would be four. A council may increase the requirement for quorum in its own by-laws.
4. A school council shall be subject to dissolution for one or more of the following reasons:
 - 4.1. Knowingly acting in contravention to the School Act, Alberta Education Regulations or Division policy and regulations.
 - 4.2. Failing to act in accordance with the wishes of the majority of parents as demonstrated by a formal vote of non-confidence passed at a public meeting of parents of students enrolled in the school which has been called in accordance with the school council's bylaws. In the event a motion of non-confidence is presented and approved, the school principal shall advise the Superintendent.
 - 4.3. In the event that the Superintendent becomes aware of circumstances which may warrant dissolution or is advised of an approved vote of non-confidence, the Superintendent shall initiate an investigation.

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- 4.4. When, in the opinion of the Superintendent, the findings of the investigation referred to in section 4.2 above, warrant dissolution of the school council, the Superintendent shall make a recommendation to the Board.
 - 4.4.1. The chair of the school council and the principal shall be present at the Board meeting at which the Superintendent's recommendation is made and they both will be provided with an opportunity to make representation to the Board prior to any decision being made.
 - 4.4.2. In the event the Board votes in favour of dissolution, it shall forward a copy of the resolution along with a statement of reasons to the Minister of Education along with a recommendation that the school council be immediately dissolved.
 - 4.4.3. Until such time as the Minister makes a decision, the school council shall continue to carry out its duties and functions.