

# School Advisory Councils

REGIONAL MEETING

FALL 2018

# Welcome and Introductions

# Agenda

- 1) Overview
- 2) Education Act (Section 21 -22 &100)
- 3) Ministerial Regulations – Schedule A
- 4) School Advisory Council Handbook
  - a) School Advisory Council Agreement
  - b) Establishment of By-Laws
- 6) Funding School Advisory Councils
  - a) Funding formula
  - b) Spending guidelines
  - c) Reporting process
  - d) Annual Reports
- 7) Policy Consultation
  - a) Feedback on Extracurricular Volunteer Policy
- 8) Communication

# Education Act

## SCHOOL ADVISORY COUNCILS AND REGIONAL SCHOOL ADVISORY COUNCILS

21. 1) A school advisory council may be established in accordance with the regulations for a public school or a group of schools.
- 2) A regional school advisory council may be established in accordance with the regulations to represent two or more groups of schools within a school region or across school regions.
- 3) The composition and powers and duties of a school advisory council or regional school advisory council, and the terms and conditions upon which its members serve, are as prescribed by the regulations.
22. A school advisory council or regional school advisory council shall
- a) assist a regional centre to ensure that the regional centre's public schools and related services are meeting the needs of the communities and regions they serve; and
- b) perform such other functions as are prescribed by the regulations and as assigned by the Minister or the regional centre.
100. A school advisory council established under the former Act is continued until July 31, 2018, or replaced by a school advisory council or regional school advisory council established under this Act, whichever is earlier.

# Ministerial Regulations

## SCHEDULE A

- Amendments to the **Ministerial Education Act Regulations** provide guidance around:
  - Establishing a SAC
  - SAC Agreements
    - What was formerly referred to as the 'Letter of Agreement' is now called the 'School Advisory Council Agreement'
  - Composition of SACs
    - SACs have permission to vary its membership composition on a temporary basis to increase the diversity of membership
  - New/Updated Duties of SACs
    - New duties regarding the use and reporting of funds provided
    - Monitoring the school improvement plan
    - Participating in Provincial and regional meetings, consultations and professional development opportunities

## School Advisory Council Agreement

- The SAC Agreement is a document, signed by the SAC, regional centre/CSAP, and the Department of Education and Early Childhood Development, that sets out the member composition of the SAC and the responsibilities of the partners.
- It must be agreed upon by all three parties. Changes must be made with the consent of all parties.
- Ideally, existing agreements should be updated and new agreements established by **March 31, 2019**.

## Establishment of By-Laws

- The SAC develops its own set of by-laws upon inception.
- By-laws are written rules, definitions, and procedures that guide the election of SAC members, the conduct of SAC meetings, and the operation of the SAC.
- New by-laws and changes to existing by-laws must be approved by the regional centre/CSAP.

# SAC Handbook

## Handbook Overview

- Guiding Principles
- Organization of Education in Nova Scotia
- School Advisory Council Membership
- Expectations of School Advisory Councils
  - Funding guidelines
  - Annual report
- Defined Roles of School Advisory Council Members
  - Chair/Vice-Chair
  - Secretary
- Roles of the Supporting Partners
- Specific Responsibilities of School Advisory Councils
- School Advisory Council Meetings
  - Agendas and meeting minutes
  - Procedures for decision making
- Establishing a School Advisory Council
  - Elections

**Please share any feedback you may have:**  
Insert email address for regional centre contact person

# Funding for SACs

## Funding will be provided to SACs to support the SAC mandate and student achievement

- A funding allocation of \$5,000, plus \$1 per student, will be provided to each school with a SAC.
- Annual funding will be provided to SACs annually for use in the current school year. Funds are not intended to carry-over for use in subsequent years.
- Funding will be managed according to existing regional centre and CSAP policies. SACs will not establish a bank account to hold these funds.
- Categories for expenditure include:
  - Supporting the school improvement plan (e.g. providing resources to support math and literacy instruction)
  - Supporting policy development and implementation (e.g. supporting and promoting new policies)
  - Covering operational expenses. Up to 20% of provincial SAC funding may be used as operational expenses, if necessary, to encourage and support member participation.
- Any funds used by the SAC must be accounted for and reported on. SACs will be asked to include financial reporting as part of an annual report.

# Policy Consultation

Difficult to Change



Easier to Change

Act

Regulations

Policies

Procedures/ Guidelines/ Strategies

# Policy Consultation

## Supervision of Extracurricular Activities

- Extracurricular activities play a valuable and important role in education programming.
- School administrators must have access to a range of options with respect to supervision to support the availability and delivery of extracurricular activities in their schools.
- This policy is intended to facilitate increased opportunities for community member and volunteer involvement in schools by recognizing their roles in leading and supervising extracurricular activities.
- This policy supports the ongoing safe and equitable provision of extracurricular activities in schools, ensuring these activities are led and supervised by a responsible adult.
- **GUIDING PRINCIPLES**
  - The safety and security of students is the first and foremost consideration
  - Involvement of volunteers and community members in extracurricular activities is valued and viewed as important in cultivating community and school relationships
  - Extracurricular activities can be led by school staff, volunteers, or a combination of the two

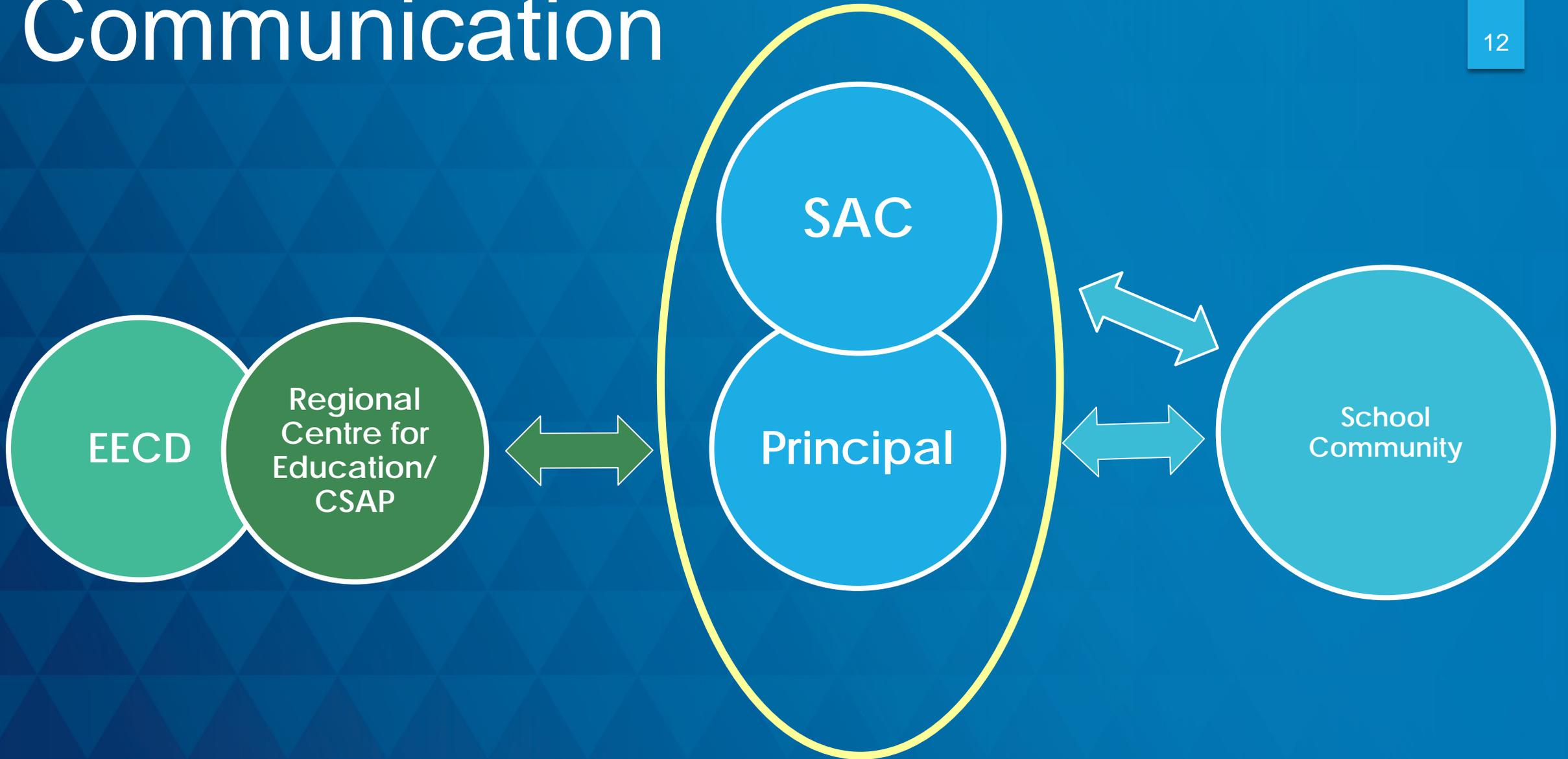
# Policy Consultation

## Supervision of Extracurricular Activities

### Guiding Questions:

1. Do you feel this policy is clear and easy to understand? Are there any areas you feel require modification or additional clarification?
2. Do you foresee any issues implementing this policy at your school?
  - a) Do you foresee any issues with volunteers leading activities with school staff?
  - b) Do you foresee any issues with volunteers leading activities when school staff are not present?
3. Do you think that this policy will be helpful to principals in terms of recruiting people to supervise extra-curricular activities? Please explain why.
4. Do you think that this policy will help encourage/facilitate greater parent/community involvement in your school? Please explain why.

# Communication





Thank You