

# **Lakeside Public School**

## **School Council Constitution**

### **NAME**

The organization will be known as **Lakeside Public School Council**. The members of the school council shall be responsible for maintaining the constitution.

Lakeside Public School  
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### **PURPOSE**

The objectives of the Lakeside Public School Council will be to:

- a) Create and maintain an environment which is conducive to improving student learning and school effectiveness.
- b) Provide a forum for input into educational matters for members of the school community.
- c) Provide a vehicle for transmitting parental ideas, recommendations and concerns to school board committees or to the board itself.
- d) Provide advice on the development, implementation and review of the school plan for continuous improvement.
- e) Provide support for school, family, and community partnerships that assist parents in the education of children.
- f) Assist in the building of a viable school community which works together in the interest of education at Lakeside Public School.

### **NON-PROFIT ORGANIZATION**

The Council will operate without financial gain for its members. Any profit to the organization will be used in promoting its purposes. The Lakeside Public School Council will ensure compliance with the Board policy on fundraising when taking part in fundraising activities.

### **COMPOSITION OF SCHOOL COUNCIL**

The School Council will consist of a community representative, one teaching staff member, one support staff member, the principal (or delegate) and up to 10 parent representatives. The council may appoint a secretary from within the school council.

### **ELECTION OF MEMBERS**

The election of up to 10 school parents as council members of the Lakeside Public School Council shall be conducted during the first 30 calendar days of each school year.

- a) Names of nominees will be received in writing by school council prior to the meeting which shall be conducted during the first 30 calendar days of each school year.
- b) Further names will be brought forward for consideration from the floor if there are insufficient nominations to fill positions. If there are more than 10 nominations an election will be necessary.
- c) The chair or co-chairs will be a parent member(s) and will be elected from within the school council. It is recommended that the chair should have school council experience.
- d) A community representative will be appointed by the school council.
- e) The teacher representative will be elected by the members of the teaching staff.
- f) The support staff member will be elected by the members of the non-teaching staff.
- g) Should an office or committee chair become vacant during the year, the Council will appoint an individual to fill that position as soon as possible.

### **MEETINGS**

- a) There will be a minimum of 5 school council meetings held within the school year.
- b) An annual general meeting of parents will be held close to the end of May. Notification of the meeting and the call for nominations will be sent to all parents and staff one (1) month prior to the meeting.
- c) School council may convene other general meetings at its discretion for specific purposes.
- d) Parents can make application for presentation and attend parent council meetings.

### **QUORUM**

A quorum is required for school council decisions and will consist of one (1) school administrator or delegate and at least three parent reps and one other member of the Lakeside Public School Council.

### **SUB-COMMITTEES OF SCHOOL COUNCIL**

Sub-committees shall be formed as the need arises. Sub committees will:

- a) Include at least one parent member of council and may include persons who are not members of the school council.
- b) Appoint a chair.

Each sub-committee chair will:

- i. Consult with the school council chair or co-chairs whenever necessary;
- ii. Delegate various responsibilities to other committee members;
- iii. Keep a record of pertinent information;
- iv. Present a final report containing recommendations at a school council meeting;
- v. Submit all records to the school council chair or co-chairs when committee has reached its mandate.

## **CONSTITUTIONAL AMENDMENTS**

Any proposed change or addition to the constitution must be submitted in writing to the chair or co-chairs of the Lakeside Public School Council at least one (1) month prior to the annual general meeting and placed on the agenda. The change must be presented in the form of a motion and passed by a two-thirds (2/3) majority at the annual general meeting with a minimum of five (5) members in attendance.

Constitution was revised in 2012.