



STURGEON HEIGHTS SCHOOL COUNCIL
NON-ELECTED EXECUTIVE POSITIONS
ROLES AND RESPONSIBILITIES

The School Council is made up of Elected positions which make up the Executive. Additional positions are non-elected positions and parent members.

Principal - plays an important role by attending school council meetings and receiving and responding to school council recommendations. On school council, the principal:

- ✓ promotes cooperation between the school and the community it serves
- ✓ seeks input from parents and community on major decisions that affect the school (i.e. school fees)
- ✓ establishes, facilitates, communicates and encourages opportunities for parent and community engagement in school matters
- ✓ encourages and supports the formation and continuous improvement of school council
- ✓ interprets and shares results of provincial achievement tests and diploma exams
- ✓ shares information about the school community
- ✓ provides information on the programs in the school and the needs of the students
- ✓ refers school council to the appropriate resource for information on laws, regulations and policies that affect school council
- ✓ provides an opportunity for the school council to provide input into the school's education plan.

Vice Principal – Provides support and direction to the Principal at the school council meetings. In the absence of the Principal, plays the role of the Principal as described above.

Teacher - Each school council must have at least one teacher representative appointed by the teachers at the school. As part of school council, this position is responsible to:

- ✓ Promote a collaborative, collegial model of decision making at the school and for the school council and provides support for the decisions of the school council
- ✓ Share professional knowledge with other school council members
- ✓ Encourage parents and community members to become involved in school activities
- ✓ Share school council activities and information with other staff, parents and community members
- ✓ Follow the code of ethics and professional protocols set out by the Alberta Teachers' Association (ATA)
- ✓ Represent the teachers' perspective.

Parents - Parents of children enrolled at the school form the majority of the members of school council. Parents are key members of school council who:

- ✓ operate with a philosophy that enhances the team approach to education and community development, viewing the school and the family as a working team
- ✓ share their professional knowledge, expertise and life experience with other school council members
- ✓ encourage feedback and participation from community groups and individuals
- ✓ keep current on community events
- ✓ communicate information of interest to the school council and the school community
- ✓ share information from school council meetings with the community
- ✓ have a clear understanding of the school council's goals
- ✓ contact other school councils for support and information
- ✓ attend school council meetings
- ✓ identify topics for agendas
- ✓ work toward building a positive consensus within the school environment



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