

Roles and Responsibilities of Catholic School Councils

It is the responsibility of the Catholic School Council to ensure that the Mission and Vision of the Hamilton-Wentworth Catholic District School Board are supported and promoted by the Catholic School Council.

The role of the Catholic School Council is advisory. It shall provide ideas and opinions to assist the principal and, where appropriate, the HWCDSB in decision-making on educational issues. The advice shall be based on accepted Catholic principles, the general views of the school community and the best interest of all students throughout the school. The Catholic School Council must operate within the Education Act and its Regulations and Board Policy.

The Catholic School Council may make recommendations to the principal of the school or to the Board on any matter as outlined in Regulation 612. In addition, the Catholic School Council may make recommendations concerning:

- liturgical celebrations
- school-based services and community partnerships related to spiritual, social, recreational, nutritional and health programs
- retreats for Catholic School Councils together with their communities

The responsibilities of the Catholic School Council shall include:

- supporting the values, beliefs and practices of the Catholic faith
- providing minutes of meetings and financial records
- consulting with parents of pupils in the school about matters under consideration by the Catholic School Council
- providing a written annual report on its activities to the principal of the school and to the Board through the Superintendent of Education

Specific Responsibilities

The Chair shall:

- set the dates for Catholic School Council meetings in consultation with the principal
- prepare the agenda for all Catholic School Council meetings in consultation with the principal
- chair the Catholic School Council meetings
- ensure that the minutes of Catholic School meetings are recorded and maintained

- participate in information training programs
- ensure that there is regular communication and input sought from the Catholic school community
- consult with senior administration and trustees, as required
- act as the official representative of the Catholic School Council
- be accountable to the school community they represent

Catholic School Councils - HWCDSB

School Councils: A Guide for Members, 2001 (Revised 2002)

Updated pages for the *School Councils: A Guide for Members, 2001*