

School Council By-Laws

School Councils must develop certain bylaws to provide them with direction for the operation of council business and to help the council work effectively.

School Council bylaws must address the following areas:

- election procedures
- filling vacancies
- conflict of interest
- conflict resolution procedures

Your council may also wish to develop bylaws related to the following:

- a school council code of ethics
- general expectations regarding meetings (e.g., attendance, promptness)
- the number and scheduling of meetings (at least four meetings must be held each school year)
- the number of parent members on the council

- the number, description, and duties of executive officers
- any requirements regarding signing officers
- the establishment and roles of committees
- a process for seeking input from the community

Code of Ethics -Your school council may find it useful to establish a code of ethics that outlines the council's expectations of its members and guides their behaviour. The code may address matters such as the boundaries of the role and responsibilities of the school council, conflict of interest, and the manner in which members are expected to interact, in the interests of preserving democratic principles and minimizing and/or managing conflict

It is important to ensure that bylaws created by the school council do not conflict with any of the provisions of Ontario Regulation 612/00.

Sample - CODE OF ETHICS

A member shall consider the best interests of all students.

A member shall be guided by the school's and the school board's mission statements.

A member shall act within the limits of the roles and responsibilities of a school council, as identified by the school's operating guidelines, the school board, and the Ontario Ministry of Education.

A member shall become familiar with the school's policies and operating practices and act in accordance with them.

A member shall maintain the highest standards of integrity.

A member shall recognize and respect the personal integrity of each member of the school community.

A member shall treat all other members with respect and allow for diverse opinions to be shared without interruption.

A member shall encourage a positive environment in which individual contributions are encouraged and valued.

A member shall acknowledge democratic principles and accept the consensus of the council.

A member shall respect the confidential nature of some school business and respect limitations this may place on the operation of the school council.

A member shall not disclose confidential information.

A member shall limit discussions at school council meetings to matters of concern to the school community as a whole.

A member shall use established communication channels when questions or concerns arise.

A member shall promote high standards of ethical practice within the school community.

A member shall declare any conflict of interest.

A member shall not accept any payment or benefit financially through school council involvement.