

THE DUFFERIN-PEEL CATHOLIC DISTRICT SCHOOL BOARD

CENTRAL COMMITTEE FOR CATHOLIC SCHOOL COUNCILS

POLICY AND REGULATIONS

A) POLICY STATEMENT

It is the policy of the Dufferin-Peel Catholic District School Board to have a Central Committee for Catholic School Councils, advisory in nature and governed by the policies and regulations of the Board.

B) REGULATIONS

1. Mandate of the Central Committee for Catholic School Councils.

The CCCSC will:

- Promote the vision, values, the sacramental life and Catholic practices of the Dufferin-Peel Catholic District School Board, and be faithful to its mission statement.
- Facilitate communication among Catholic School Councils and the Board.
- Recommend resources such as speakers, workshops, literature on School Councils, and training sessions to Catholic School Councils.
- Report regularly to the Board through the minutes of its meetings.
- Promote the development of Catholic School Councils.
- Seek approval from the Board, on any planned activities.

2. Membership of the Central Committee for Catholic School Councils.

- The majority of the members will be parent members.
- There will be one (1) Elementary and one (1) Secondary parent member representing each Family of Schools. Each parent member on the Central Committee for Catholic School Councils must be a “parent member” of a Catholic School Council (Chair or Co-Chair recommended but not mandatory).
- There will be 2 Teacher representatives (one Elementary, one Secondary), appointed by the respective OECTA Elementary and Secondary Associations.
- There will be 2 Principal representatives appointed by the respective Elementary and Secondary Principals' and Vice-Principals' Associations.
- There will be 1 Secondary School Student appointed by the Chairs of the Secondary Student Councils from students nominated by the local Secondary School Student Councils.
- There will be 1 Superintendent appointed by the Director of Education.
- There will be 1 Diocesan representative selected by the Auxiliary Bishop.
- There will be 2 Trustees appointed by the Board.
- There will be one representative from the Ontario Association of Parents in Catholic Education (OAPCE) appointed by OAPCE.
- There will be one representative from the Special Education Advisory Committee (SEAC) of Dufferin-Peel appointed by SEAC

Note: Every effort will be made to represent all geographic areas of the board.

3. Duties of the Chair and Vice-Chair

The Chair shall:

- Call the CCCSC meetings.
- Prepare the agenda for the meetings in consultation with the Superintendent appointed to the CCCSC or designate.
- Conduct the CCCSC meetings.

The Vice-Chair shall:

- Take the place of the chair when the chair cannot fulfill their responsibilities ie: chair meetings etc.
- Chair sub-committees as agreed upon by the chair and superintendent

4. Duties of the Family of Schools Representative.

The Family of Schools representative shall:

- Attend all scheduled meetings.
- Uphold the mandate of the Central Committee for Catholic School Councils.
- Keep the Family of Schools Catholic School Councils informed.
- Act as a liaison between local Catholic school councils and the Central Committee.
- Facilitate networking opportunities for local Catholic School Councils at the Family of Schools level.

5. Term of Office.

- The term of office for all members is one year (from one election to the election in the next year).
- The elected and appointed members may seek additional terms of office.

6. Accountability of the Central Committee for Catholic School Councils.

- The Committee will maintain minutes of all meetings.
- The Committee will regularly report to the Board on its activities through the minutes of its meetings.

- The Committee will establish annual goals which are consistent with its mandate.
- The Committee will seek approval from the Board on any proposed activity not specifically identified in the mandate.

7. Conditions under which a member may be removed from office.

- The Committee will remove from office a parent who is no longer a member in good standing of a Catholic School Council.
- The Committee will consider removing from office a member who is absent for two consecutive meetings and who has failed to send an alternate representative to a meeting of CCCSC.

8. Operating Procedures for the Central Committee for Catholic School Councils.

- A chair shall be elected from the parent representatives at the first meeting of the new Central Committee each school year.
- A vice-chair may be elected and shall be from the parent representatives at the first meeting of the new Central Committee each school year.
- A majority of members of the Central Committee will constitute a quorum for meetings of the Central Committee.
- The rules of order of meetings will be followed according to Board By-Law 8.00.
- The Central Committee for Catholic School Councils shall hold meetings at least quarterly.
- Meetings of the Central Committee will respect the privacy of all individuals in accordance with the Freedom of Information and Protection of Privacy Act.