

Election Procedures for School Community Councils

The Education Regulations, 2015 set out the general requirements for School Community Council (SCC) elections:

- All elected members have a two-year term. Half of the members are elected each year.
- An employee of the board of education must be appointed as a returning officer for each SCC in its division.
- The returning officer must provide at least four weeks' notice to the public before the public meeting to elect members of a SCC.
- The notice of the meeting must be accessible to parents, guardians and community members. It must include:
 - the purpose of the meeting;
 - the attendance area or geographic area for the SCC;
 - where the policies and procedures for the election can be reviewed; and,
 - the date, time and location of the meeting.
- The SCC election must occur at the public meeting by secret ballot.
- The following may run for office on a SCC:
 - a parent/guardian of a student who attends the school of that SCC; or,
 - a community member.
- The following may vote in a SCC election:
 - a community member; or,
 - a parent/guardian of a student who attends that school.

Community members are electors who live within the attendance area or geographic area that the board has designated for the school. They can be elected to only one SCC for a school where they do not have children enrolled.

Within these broad guidelines, a board of education is responsible for developing specific policies and procedures for the nomination and election of SCC members. Contact your board of education office for specific information about SCC elections in your school division.