



Holy Spirit Catholic Elementary School

315 Stone Road, Aurora, ON L4G 6Y7
Telephone: (905) 713-6813 • Fax: (905) 713-6744

Dear Parent(s)/Guardian(s),

The purpose of the Catholic School Council is to help to improve student achievement and well-being as well as enhance the accountability of the education system to parents. School councils are advisory organizations, and the primary means of achieving their purpose is by making recommendations to the principal of the school and the school board for the benefit of all students in the school.

Our council is made up of up to 15 member representatives, and we hope you will participate. Parents/guardians are always welcome to attend meetings, even if they are not voting members. Meetings are held approximately 4 to 6 times per school year. It is important for all members to commit for the full year and attend all meetings.

If you are interested in participating on our council, please complete the Holy Spirit CES Catholic School Council Nomination/Declaration Form (attached) and return it to the school office by **Tuesday, September 24th at 4:00 pm**. The first meeting will take place on **Wednesday, September 25th, at 6:30 pm** in the library. If an election is needed, it will occur at that time.

If you are unable to commit as a council member, please feel free to attend the meetings and participate in the discussion. It is important for all voices to be heard.

I thank you for your on-going support, and I look forward to working with you.

Sincerely,

Mr. A. Modica
Principal

Holy Spirit CES Catholic School Council

Nomination/Declaration Form 2019

If you are interested in becoming a candidate for election to council, or if you would like to nominate a candidate, please complete this form and forward it to the school office by **Tuesday, September 24th, 2019 at 4:00 pm.**

Candidates Name: _____ OR
Nominee's Name: _____
Address: _____
Home Telephone Number: _____ Cell Phone Number: _____
Parent/Guardian of: _____
_____ (Name of child/children and grade(s))

Please check one of the following:

_____ I wish to declare my candidacy as a parent representative on the Holy Spirit CES Catholic School Council. I understand the role and responsibilities involved. (See Below)

_____ The nominee declare above is aware of and agrees to his/her nomination.

Responsibilities of Catholic School Councils per Regulation	Catholic School Council Membership
<ul style="list-style-type: none">• Conduct yearly elections- within the first 30 days• Hold a minimum of 4 meetings per year and abide by the Code of Ethics• Hold meetings in school or location accessible to the public• Keep minutes of the meetings• All financial transactions must be recorded• Publish an annual report- submit to principal & school board• Consult with principal and parents on matters under consultation by the council• May engage in fundraising activities according to Board policy	<ul style="list-style-type: none">• Parents, minimum of 6, maximum of 15 (to be elected by parents)• Parish Representative (appointed by Pastor)• Community Representative (appointed by council)• Non-teaching staff 1 (elected by non-teaching staff)• Teacher Representative (elected by teachers)• Principal (automatic member)

Procedures for Voting

- Parents are invited to attend the candidates meeting and general election on **Wednesday, September 25th, 2019**
- Parents will vote for a maximum of 15 representatives by secret ballot
- A notice to all parent(s)/guardian(s) will announce the results