



Section: **Roles and Responsibilities**
Policy #: **1400**
Policy: **Constitution of Individual School Councils**

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Each local Catholic School Council in the Diocese of Nelson is constituted by authority of the Catholic Independent Schools Society of Nelson Diocese (hereafter called "the Society") and is directly responsible to the Society, as provided by the amended By-Laws of the Society.

A. THE CONSTITUTION OF INDIVIDUAL SCHOOL COUNCILS:

1. There shall be included within the jurisdiction of the Society those certain Catholic School Councils designated as follows, namely:
 - ♦ St. Joseph School Council, Nelson, B.C.
 - ♦ St. Michael School Council, Trail, B.C.
 - ♦ St. Mary School Council, Cranbrook, B.C.
 - ♦ Kelowna Catholic Independent School Council, Kelowna, B.C.
 - ♦ Holy Cross School Council, Penticton, B.C.
 - ♦ Our Lady of Lourdes School Council, West Kelowna, B.C.
2. Each Catholic School Council in Nelson Diocese shall be autonomous in its management and operation as far as practicable and as far as such autonomy does not conflict with the Constitution, By-Laws, Guidelines or directives of the Society.
3. Each Catholic School Council, as above designated, shall operate under By-Laws governing its own conduct.
4. For the purpose of paragraph 3, each Catholic School Council may adopt as its By-Laws, the provision of the Society By-Laws for Councils.

B. THE NAMES OF THE CATHOLIC SCHOOL COUNCILS SHALL BE:

1. St. Joseph School Council, Nelson, B.C.
2. St. Michael School Council, Trail, B.C.
3. St. Mary's School Council, Cranbrook, B.C.
4. Kelowna Catholic Independent School Council, Kelowna, B.C.
5. Holy Cross School Council, Penticton, B.C.
6. Our Lady of Lourdes School Council, West Kelowna, B.C.

hereinafter referred to as "The Council".

C. THE OBJECTIVES OF THE COUNCIL:

1. To encourage the attainment of high standards in religious education and to foster the education of our children within the framework of a Catholic environment and philosophy and to encourage the development of true Catholic values, all of which are developed in the Philosophy Statement.
2. To further the knowledge and appreciation of the aims and objectives of Catholic education and to foster participation of the Catholic community in the school.
3. To encourage the attainment of high academic standards and to promote good citizenship.
4. To be responsible for the financial operation of the school.
5. To establish and ensure the carrying out of policies relating to the efficient functioning of the school. In all cases, Diocesan Policies will supersede any locally developed policies.
6. School Council members must realize they are a part of the school community and therefore they should always act in such a manner as to be a good example of Catholic education.

D. COMPOSITION OF THE COUNCIL:

The Council shall consist of:

1. The Pastor and associate Pastor of each parish (as designated by the Bishop) supporting the schools, who shall be ex-officio members.
2. A minimum of six other members who shall represent the parishes.

NOTE: see Policy 1401 for more information

E. QUALIFICATIONS OF COUNCIL MEMBERS:

Council members:

- must be practical Catholics, at least nineteen years of age
- must be members of the Parish or Parishes served by the School
- must not be employees of C.I.S.N.D.
- must be supporters of C.I.S.N.D.

F. LOCAL BY-LAWS:

1. A By-Law may be adopted, rescinded, or amended by a special resolution passed in a general meeting of the local School Council, by a majority of seventy-five percent (75%) of the members present and voting.

2. Fourteen (14) days notice in writing, together with the text of such resolution must have been given to all Council members.
3. All By-Laws adopted by the individual Catholic School Councils shall require approval from the Board of Directors of the Society.

G. ELECTORATE

Each parish should follow its own guidelines in determining eligibility of voters should elections be held.

H. IMMUNITY OF COUNCIL MEMBERS:

Every Council member shall be deemed to have assumed office on the express understanding and agreement and condition that every member of the Council and his/her heirs, executors and administrators and estate and effects, respectively, shall from time to time, and at all times, be indemnified and saved harmless out of the funds of the Society, from all costs, charges, and expenses whatever which such member sustains or incurs in or about any action, suit or proceedings which is brought, commenced, or prosecuted against him/her for or in respect of any act, deed, matter or thing whatever made, done, or permitted by him/her or any other member or members of the Council in or about the execution of the duties of his/her office, and also from and against all other costs, charges, and expenses which he/she sustains or incurs in or about or in relation to the affairs thereof except such costs, charges or expenses as are occasioned by his/her own wilful neglect or default.

I. RULES OF ORDER:

Any procedures not included in the Constitution and By-Laws following hereafter will be according to "Robert's Rules of Order".