

# Sir Frederick Banting Secondary School School Council Bylaws



Modified from last version:

Date Approved:

Official Name: Sir Frederick Banting Secondary School  
(Hereafter referred to as Banting)

TVDSB: means The Thames Valley District School Board.

The Ministry: means The Ministry of Education for Ontario

School Community: means the students, educators, parents/guardians, and staff at Banting as well as all community members – people, who live nearby, do business or have other connections within the school.

## Section 1- Election Procedures

- 1.1 Elections shall occur within the first thirty-five (35) days of the start of each school year.
- 1.2 There will be a minimum of 7 and up to a maximum of 15 parent representatives on the Banting school council to include any number of parents interested in becoming school council members at that time.
- 1.3 Each parent/guardian seeking election must be nominated or self-nominated in writing, must have a child registered at Banting, and must declare if he or she is employed by the school board.
- 1.4 Each parent/guardian of a student enrolled in Banting shall be entitled to one (1) vote for each vacant parent/guardian membership position on the council.
- 1.5 An election committee shall be struck by the school council in May to help plan the election process, the gathering of nomination for the chair, and the running of the election.
- 1.6 The election committee shall:
  - provide a nomination form;
  - ensure that the Banting community is notified of election procedures and election date(s), location, and time, at least fourteen (14) days in advance of election;
  - request a profile from all candidates and make these available to the electorate;
  - conduct the elections by secret ballot;
  - count the ballots;
  - help the principal notify all candidates of the results;
  - keep all the results and related information confidential

- 1.7 Only the names of the successful candidates shall be made public. A list of candidates and the vote results will be kept on file, by the council, in the event that a vacancy on the council occurs.
- 1.8 All individuals standing for election shall be notified of the results before the results are released to the Banting community.
- 1.9 The school council shall help the principal ensure that the names of the new members are publicized to the Banting community within thirty (30) days of the election.
- 1.10 At the first meeting of the new school council at the beginning of the year, the council shall set dates, times, and locations of its meetings for the entire year.

## Section 2- Quorum Definition

- 2.1 The Banting school council will have a quorum when:
  - a) a majority of the current members of the council are present at the meeting; and
  - b) a majority of the members of the council who are present at the meeting are parent/guardian members.

## Section 3- Filling Vacancies

- 3.1 If any school council positions become vacant because of the resignation, inability of a member to fulfill his or her roles and responsibilities, or other cause, the remaining members shall constitute the school council, unless the parent/guardian majority is not maintained. If the majority of parents on the council is not maintained, the school council shall instruct its nominating committee to send home nomination forms for the vacant parent/guardian position(s), and hold an election for the purpose of filling the vacancy. Vacant positions, other than for parent representatives, may be filled by appointment of the council, for the remaining term of office, from among members of the Banting community who meet the requirements set for the vacant positions.

## Section 4- Conflict of Interest

- 4.1 Each school council member shall avoid situations that could result in an inconsistency between the overall goals and vision of the school council and a personal or vested interest that arises in connection with his or her duties as a school council member.

- 4.2 Should an issue or agenda item arise during a council meeting where a council member is in a conflict of interest situation, he or she shall declare a conflict of interest immediately, and not participate in any way in the discussion or resolution.

## Section 5- Resolving Conflicts

- 5.1 Every school council member will be given an opportunity to express his or her concerns or opinions about the issue in dispute and how the dispute has affected him or her.
- 5.2 Speakers to an issue will maintain a calm and respectful tone at all times.
- 5.3 Speakers will be allowed to speak without interruption.
- 5.4 The chair's responsibility is to clarify the statements made by all speakers, to identify common ground among the the points of view raised, and to set out the joint interests of all members.
- 5.5 If no common ground can be identified, the chair will seek to clarify preferences among all members before proceeding further.
- 5.6 If all attempts at resolving the conflict have been exhausted without success, the chair shall request the intervention of the superintendent or other senior administrator to facilitate a resolution to the conflict.

The Banting School Council will operate in accordance with Regulation 612/00 and the TVDSB [School Councils Policy and Procedure](#).