

ADMINISTRATIVE PROCEDURE

General Administration

School Councils

GEN #05

Revised: August 2026

Background

Christ The Redeemer (CTR) Catholic Schools recognizes parents and guardians as the primary educators of their children and values their meaningful participation in the life and mission of the Catholic school. Catholic education is strengthened when families, educators, students, trustees, clergy, and members of the broader community work together in relationships marked by trust, respect, shared responsibility, and a commitment to the common good.

School councils provide an important means through which parents and members of the school community contribute their perspectives, gifts, and experience to support student learning and the ongoing development of the school. Their work should reflect the dignity of every person, foster respectful dialogue and collaboration, and remain grounded in the Catholic identity, mission, vision, and values of CTR Catholic.

Through participation in school councils, CTR Catholic seeks to strengthen the partnership between home, school, parish, and community so that decisions and dialogue remain focused on the flourishing of students, the vitality of Catholic education, and the formation of faith-filled communities in which each person is known, valued, respected, and treated with care. Parents and guardians should have meaningful involvement in their children's education. School councils are an important means through which CTR Catholic facilitates meaningful parental involvement in student learning and provides opportunities for parents and the school community to contribute to matters affecting the school.

Section 55 of the Alberta Education Act (Act) and Christ the Redeemer (CTR) Catholic School's Board (Board) Policy 24 - School Councils, recognize and reaffirm the right of parents and the school community to have meaningful involvement in the education of their children through school councils. School councils are responsible to the parents and the community they serve.

Regulations

The Act and School Councils Regulation govern school councils. The School Councils Regulation A.R. 94/2019 must be referred to in conjunction with this administrative procedure.

Procedures

1. The general procedures for establishing a school council are set out in the Alberta School Council Resource Guide and the School Councils Regulation noted above.
2. School councils submit to the respective ward committee by September 30th of each year, for the preceding school year, copies of financial statements of any money handled by the school council and a report outlining the activities of the school council. Minutes of each school council meeting shall be retained at the school for at least seven years and made available to the Board or the public upon request.

3. School Councils are provided an opportunity each year to review the Board's vision, mission, fundamental beliefs, and characteristics of a Christian community in promoting Catholic education. School councils are to be given opportunities to provide advice on the Education Plan/Annual Education Results Report, budget, policies and foundational statements, and receive provincial assessment results.
4. A "Council of School Councils" will be established as a means for school council chairs or designates to have the opportunity to meet to enhance their respective roles as faith communities, share best practices and provide a forum for open and ongoing dialogue and discussion.
5. In accordance with section 55(9) of the Act, the Board may request that the Minister dissolve a school council. The Minister may dissolve the school council if the Minister is of the opinion that the school council is not carrying out its responsibilities in accordance with the Act and applicable regulations.
6. Where a dispute arises between a principal and a school council respecting policies proposed or adopted for a school, the parties shall first attempt to resolve the matter collaboratively. If the matter remains unresolved, either party may request the assistance of the Superintendent or designate. The Superintendent or designate shall facilitate resolution and determine the appropriate administrative response within the authority delegated by the Board.