SCCs must hold a minimum of five meetings per school year.[1] Plan your schedule of meetings at the first meeting of each school year.

Agendas keep meetings on track:
- Discuss items for the next meeting at the end of each meeting to get ideas from all.
- Two weeks before your meeting, prepare the agenda and email it to the principal to review. Send the final agenda to participants and post it on the school website a week or so before the meeting.
- Use a consistent agenda structure (a sample template link is provided). For each item, indicate the purpose (Decision, Discussion/Brainstorming or Information).
- If possible, e-mail written reports ahead of time so members can do some pre-meeting homework, prepare questions and become familiar with the information.
- Review the agenda at the start of each meeting so that participants know what to expect.

The role of the Chair is to "control traffic" during the meeting and keep the meeting on schedule. Effective practices include:
- Ensuring all points of view are expressed and encouraging participation from all.
- Setting a tone of collegiality, respect and inclusiveness.
- Always starting meetings on time.
- Always ending meetings on time. If you are running behind, ask attendees to help you keep track of the time or ask the group for ideas to manage within the remaining time.
- Using a "parking lot" for issues that come up but are not on the agenda or cannot be dealt with quickly.

Develop Norms in advance, such as: be respectful and include everyone; stay focused; reach closure; always honour confidentiality.
- Include your norms on each agenda and review them with new attendees.
- Post a copy of your SCC constitution on the school website for each reference in case a question comes up during a meeting.

Encourage discussion and debate
- Ask questions and encourage others to do the same.
- Separate opinions from fact.
- Uncover as many points of view and ways of looking at the issue as possible and attempt to reach a consensus before voting.

Make decisions
- Begin with the end in mind. Introduce each agenda item with a statement of purpose e.g., "the council needs to decide how to support the school in improving students' math results …"
- Decision items require motions and someone to move the motion.
- Word motions carefully to ensure the language says what you mean. Where possible, draft motions in advance and circulate to members. Motions can be adjusted or tweaked following discussion (referred to as "friendly amendments").
- The Chair or Secretary should repeat the motion before the vote and then open the motion up for discussion.

---

[1] As per *The Education Regulations*

- Members vote by a show of hands and the Chair or Secretary should confirm "The motion is carried/not carried".
- At the conclusion of each agenda item, quickly summarize what was said, and ask people to confirm if your summary is accurate. The Secretary can use this summary in the minutes.
- In most cases, meetings proceed without any need for formal procedure/rules. However, if necessary, more formal Rules of Order for Decision Making are attached for reference.

Record outcomes in minutes
- SCCs *must* keep meeting minutes. Minutes are the official record of the meeting – accurate minutes help to avoid disagreements and issues later on.
- Sample minutes are attached and a blank template is posted. (a sample template link is below)
- Minutes are meant to capture the main points of discussion; they are not verbatim transcripts and there is no need for a detailed "who said what".
- Give members a few minutes to review the minutes prior to asking for a motion to approve, the ensure motions and other items are accurately captured.

Closing meetings
- At the end of the meeting, ask the group two questions and consider how to use the feedback to continuously improve meeting practices:
  - What went well?
  - What would make our meetings *even better if …*?
- At the end of each meeting, review actions and assignments, confirm the date and the time for the next meeting and ask each person if she or he can attend.
- End the meeting on a positive note and thank everyone for their contribution.

FOR MORE INFORMATION:
- ✓ This work plan and detailed information and resources are posted on http://www.gssd.ca under School Community Councils.
- ✓ To provide suggestions, ask questions or request more information, contact the Good Spirit School Division at 306-786-5500 or info@gssd.ca.

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Appendix – Rule of Order for Decision Making

Note that there are general processes for making, amending, passing and withdrawing motions. If your SCC constitution states otherwise, the constitution takes precedence.

Making a motion

- Stating the motion – a member must formally let the Chair know that they would like to make a motion and the Chair must recognize the person making the motion. Once acknowledged by the Chair, the individual making the motion has the floor and makes the formal motion.
- Stating the question – once a motion has been made, the Chair restates the motion so that everyone clearly understands what is being proposed.
- Discussion – the Chair opens the floor to discussion of the motion. If no one wishes to discuss the motion, it is put to a vote. If members of the council wish to discuss the motion, the Chair opens the debate. Each member may speak to the question twice, but no one member may speak a second time until everyone has had a chance to speak once.
- Declaring a vote – if no one wants to speak further to the issue, the Chair asks the council if it is ready to vote on the proposal. The Chair repeats the question and conducts the vote by asking for those in favor and those opposed.
- For a motion to be accepted, the majority must vote in favour. Majority is defined as at minimum having one more vote than those opposed. A tie vote is considered to have been defeated.

Amending a motion

- Until the Chairperson repeats the motion for a final vote, the person who made the motion may change it.
- Once the Chair has repeated the motion in readiness for a final vote, the motion can be amended in one of the following ways:
  a. The person making the motion may ask to change the original wording. The Chair will ask if anyone objects. If no one objects, the wording of the motion is changed. Debate continues on the amended motion.
     i. If someone objects, the question of whether to allow a change in the wording of a motion is put to a vote. If the group consents to the change, debate continues on the motion as amended. If the group does not consent to the change, discussion continues on the original motion.
  b. Someone else on the council may also amend the motion. The Chair will ask if anyone objects. If no one objects, the wording of the motion is changed. Debate continues on the amended motion.
     i. If someone objects, the question of whether to allow a change in the wording of the motion is put to a vote. If the group consents to the change, debate continues on the motion as amended. If the group does not consent to the change, discussion continues on the original motion.

Withdrawing a motion

- At any time before a vote, the person making the original motion may ask to withdraw it. Once a motion is withdrawn, it is as if it never existed.
- If the Chairperson has already repeated the motion in preparation for voting and a request to withdraw the motion is made, the Chairperson asks if there is any objection. If there is none, the motion is withdrawn. If someone objects, the request to withdraw the motion is put to a vote.

Motion to consider at a later date

- A motion to consider at a later date means to set an issue aside to discuss at another time so more pressing business can be discussed or so that more information about the issue can be obtained.
- The following rules apply to motion to consider at a later date:
  a. This motion takes precedence over the discussion of the motion.
  b. There can be no debate on this motion.

[Name] School Community Council Meeting Agenda

[Date] [Time]

[Location]

1. **Call to Order**

2. **Welcome and Introductions**

3. **Approval of the Agenda**

4. **Approval of the Minutes**

5. **Follow Up Items From Last Meeting**
   5.1   Results of SCC Recruitment Efforts
   5.2   Renew SCC Activity Plan

6. **New Business**
   6.1   School and SCC Fundraising Updates
   6.2   Staff Appreciation Luncheon
   6.3   Family Literacy Day – Books Before Breakfast

7. **Reports**
   7.1   Student Representative Report
   7.2   Chairperson's Report
   7.3   Principal's Report
   7.4   Treasurer's Report
   7.5   GSSD Trustee's Report
   7.6   Communications Report
   7.7   Community Member Report
   7.8   Committee Reports

8. **Next Meeting**

9. **Adjournment**

[Name] School Community Council Meeting Minutes

[Date] [Time]

Present

S. Smith, Chair	ABC, Member
T. Black, Treasurer	ABC, Member
A. Jones, Secretary	ABC, Member
G. Wilson, Principal	ABC, Member
W. White, Member	W. White, Teacher

Absent

ABC, Member	

Board Member B. Simpson was also in attendance along with guest S. Smart.

1. **Call to Order** – The regular meeting was called to order by S. Smith at 7:03 pm and a quorum was present.

2. **Welcome and Introductions** – S. Smith, Chair, welcomed everyone to the meeting. Introductions were made and a special welcome was given to guest Ms. S. Smart.

3. **Approval of the Agenda** – The agenda was approved as presented (or amended to add Item X or delete Item Y).

4. **Approval of the Minutes** – The minutes of the meeting held on October 30, 2015 were approved as presented (or, if necessary, indicate the minutes were approved with corrections).

5. **Follow up Items from Last Meeting**
   5.1   Following up on the request to provide the school office with contact information for school council members, to date there are some members who have not provided this information. Members are asked to do so by December 5, 2015.
   5.2   The date for the upcoming Grade 6 to 8 concert as previously discussed is now confirmed for October 10, 2015.

6. **New Business**
   6.1   Fundraising – The principal presented the school's proposed fundraising plan for the year. The key event will be selling magazine subscriptions through ABC Company, with proceeds to go to purchasing additional levelled literacy books for the Resource Center as recommended by the Teacher Librarian. For each subscription sold the school will receive $X.

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The SCC supported the plan but suggested delaying it by one month, so as not to interfere with community fundraising efforts. The SCC also suggested communicating the fundraising plan to local businesses and service groups. The principal concurred with these suggestions.

6.2   Staff Appreciation Week activities – G. Gray volunteered to head the Staff Appreciation committee. It was decided that a continental breakfast for school staff would be provided instead of a lunch.

6.3   Motion: That the SCC authorize up to $500 for the Staff Appreciation breakfast to be held on February 10, 2016.
Moved by W. White. CARRIED.

7.   **Reports**
7.1   Student Representative Report Highlights – (names of students) reported on the SRC activities for the month, including a school spirit day on December 10 and reporting on upcoming activities highlighted by promoting participation in and understanding the WE Day on March 2, 2016 in Saskatoon.

7.2   Chairperson's Report Highlights – A. Smith reported that all SCC members are invited to the Good Spirit School Division Annual Meeting on January 19, 2016 at 7:30 pm at Yorkdale Central School and to a SCC Appreciation Supper hosted by the Board of Education starting at 6:00 pm. Please RVSP to by December 31, 2015.

7.3   Principal's Report Highlights – J. Jones reported that the school has welcomed 650 students this year as well as five new teachers. Upcoming events for the next month include reading pre-assessment for students in Grades 1 to 9, parent/teacher interviews and a special presentation to students by the RCMP on safe highway driving.

7.4   Treasurer's Report Highlights – T. Black provided copies of the October 31, 2015 Financial Report along with a copy of the October bank statement. In October, the SCC received the Board grant of $2,000 and gross sales of $125 from a student lunch and spent $115 on supplies for the student lunch and $550 to subsidize WE Day travel costs. The SCC has a balance of $1,250 as of October 31, 2015. The October 31 bank statement is attached to the Financial Report. We expect fundraising proceeds of $1,800 in late January from magazine subscription sales and expenses of $1,800 for levelled literacy books in February.

7.5   Good Spirit Board Member's Report – B. Simpson reviewed the Board Notes from the October 14, 2015 Board Meeting, noting the article on the annual Treaty Four gathering and suggesting this as a potential initiative that the SCC could support next year and commenting on the scholarships earned by Good Spirit School Division students last year.

7.6   Committee Reports
7.6.1 Communications Committee – W. White reported that the school newsletter will include information on every issue about the SCC. In addition the local weekly newspaper has agreed to include a regular section on upcoming SCC meetings and events. Thanks to W. White for initiating this.

8. **Next Meeting** – The next meeting will be held on February 5, 2023 in the resource center at ABC School. The remaining meetings for the year are scheduled for:
   – April 5, 2023 Annual General Meeting
   – June 5, 2023 Regular Meeting

9. **Adjourned** – at 8:15 pm

_____

S. Smith
SCC Chair

_____

A. Jones
SCC Secretary

[Name] School Community Council Meeting Agenda

[Date] [Time]

[Location]

1. **Call to Order**

2. **Welcome and Introductions**

3. **Approval of the Agenda**

4. **Approval of the Minutes**

5. **Follow Up Items From Last Meeting**
   5.1
   5.2

6. **New Business**
   6.1
   6.2
   6.3 **Motion: That the SCC …..**
        Moved by [name]. CARRIED.

7. **Reports**
   7.1   Student Representative Report
   7.2   Chairperson's Report
   7.3   Principal's Report
   7.4   Treasurer's Report
   7.5   GSSD Trustee's Report
   7.6   Communications Report
   7.7   Community Member Report
   7.8   Committee Reports

8. **Next Meeting**

9. **Adjournment**

Becoming part of a School Community Council is a great way to contribute to the school and community, to learn more about your local school and to meet and work with teachers, administrators and parents. Thank you to all who volunteer!

All SCC's must hold an Annual Meeting once per year. The purpose of the Annual Meeting is to look back at the previous year, reporting on the activities and financial position of the council, and to look ahead to the coming year by holding elections for council member and officer positions.

The Education Regulations set out the general requirements for SCC elections:
- All elected members have a two-year term (half of the members are elected each year).
- An employee of the School Division must be appointed as a returning officer. (This can be a vice principal or the school administrative assistant or any other staff member who is not involved with the SCC).
- The returning officer must provide at least four weeks' notice to the public before the meeting to elect SCC members by posting a call for nominations.
- The notice of elections must be accessible to parents, guardians and community members (on the school website and/or school newsletter and/or SynreVoice is recommended) and must include:
  o the purpose of the meeting
  o the attendance area or geographic area for the SCC
  o where the policies and procedures for the election can be reviewed, and
  o the date, time and location of the meeting
- SCC elections must occur at the public meeting by secret ballot

Running for the SCC
- You may run as a parent or community representative member position on a SCC if you are:
  o a parent/guardian of a student who attends the school of that SCC, or
  o a community member[1]

Voting in a SCC Election
- You may vote in a SCC election if you are:
  o a parent/guardian of a student who attends that school, or
  o a community member

Refer to the School Community Council Operations Manual for sample election forms:
- Declaration of Eligibility to Vote
- Call for Nominations to a School Community Council
- Sample Nomination Form
- Sample Ballot

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[1] Community members are electors who live within the attendance area that the Board has designated for the school. A community member may not be a member of more than one School Community Council for a school in which he or she is not a parent or guardian of a pupil in that school.

SCC Members (numbers in each category are defined in each SCC's constitution)
- Elected parent representatives
- Elected community members
- Student representatives
- First Nations representatives
- Permanent members (principal and one teacher)
- Other representative members as defined by the SCC constitution (groups of students or community members not otherwise represented among elected members of the council)

SCC Officers (or executive members) are elected annually from among the representative members and include:
- Chairperson
- Vice Chairperson
- Secretary
- Treasurer
- Committee Chairs (optional)

Please email your Annual Minutes as soon as possible to heather.morris@gssd.ca and post on the SCC page of the school website within five days of approval.

FOR MORE INFORMATION:
- ✓ This work plan and detailed information and resources are posted on gssd.ca under School Community Councils at www.gssd.ca
- ✓ To provide suggestions, ask questions or request more information, contact the Good Spirit School Division at 306-786-5500 or info@gssd.ca.

[Name] School Community Council Annual Meeting Agenda

[Date] [Time]

[Location]

1. **Call to Order**

2. **Elections**

3. **Annual Report for the Previous Year[2]**

4. **Selection of Officers[3]**
    4.1   Chair
    4.2   Vice Chair
    4.3   Secretary
    4.4   Treasurer
    4.5   Other

5. **Other Business**
    (as established by the School Community Council, including meeting dates for the year)

6. **Open Discussion**

7. **Adjournment**

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[2] Note that SCCs may use (and are encouraged to use) the Annual Activity Report and Annual Financial Report for this purpose.
[3] The selection of officers may occur at the next regular meeting council meeting following the Annual Meeting. Officers are selected from parent representatives, elected community members, student representatives or First Nation representatives.

[Name] School Community Council Annual Meeting Minutes

[Date] [Time]

Present

Absent

1. **Call to Order** –

2. **Elections** –

3. **Annual Report for the Previous Year** –

4. **Selection of Officers** –
   4.1   Chair
   4.2   Vice Chair
   4.3   Secretary
   4.4   Treasurer
   4.5   Other

5. **Other Business** –

6. **Open Discussion** –

7. **Adjourned** – at [time]

_____   _____
[name]   [name]
SCC Chair   SCC Secretary

Formation of School Level Plans

Every academic year, schools within Good Spirit School Division develop a School Level Plan (SLP) that aligns with the Good Spirit School Division's Strategic Plan and the Provincial Education Plan.

School Level Plans are developed collaboratively between school-based administrators, teachers and other staff, with input from School Community Councils.

Prior to the beginning of the year, the school sets goals based on the data they receive from Fountas and Pinnell reading assessments, school and division math achievement, school behavioural data and student voice from the OurSchool survey.

Draft SLPs are to be shared with SCCs in September, prior to being finalized. This provides the SCC an opportunity to provide input, ask questions and learn more about the school's current performance levels. The School Division values parental input and support through the efforts of the SCCs.

SCC Support of the School Level Plan

School-based administrators provide updates on the SLPs at regular SCC meetings. Through two-way communication, the school and parents are able to focus on a collaborative effort to achieve the School Level Plan goals.

SCCs are encouraged to support the school through a variety of means. Parents are an effective resource for improving achievement; furthermore, parent involvement has a positive effect on students, teachers and schools (Banda, Coleman and Matuszny 2007).

Although not exhaustive, the following are examples in which SCCs can support the SLP:

- Financially support such items as curricular field trips, additional learning resources, equipment or technology that supplement School Division standards, and guest speakers.
- Recruit volunteers for a variety of school activities.
- Sponsor student academic achievement awards.
- Host student/parent engagement evenings, such as reading nights or math nights.
- Host parent workshops such as anti-bullying, internet safety and parenting skills.
- Support school nutrition programs such as "Breakfast for Learning".
- Support school assemblies to celebrate school successes.

SCC Annual Activity and Financial Plan

SCCs should develop an Annual Activity Plan that supports the SLP. This can be a simple document that lists the SLP goals the SCC has chosen to support, followed by a list of planned activities and an estimate of costs, if applicable, e.g.:

SLP Goal	SCC Activities	Financial Plan
80% of students will be at or above grade level expectations in math	Host two math nights for students and parents	$500 for refreshments $200 for child care

A sample plan is attached and a blank template is provided.

Revised: January 2020

FOR MORE INFORMATION:
- ✓ This work plan and detailed information and resources are posted on www.gssd.ca under School Community Councils.
- ✓ To provide suggestions, ask questions or request more information, contact the Good Spirit School Division at 306-786-5500 or info@gssd.ca.

[Name] School Community Council

[Year] Activity and Financial Plan

The SCC has priorized X outcomes within the School Level Plan and has developed a series of planned actions to support achievement of those outcomes. The SCC's activity plan and related financial implications are as follows:

SCC Activity Plan in Support of SLP		
Priority Area (from SLP)	**Activities**	**Estimated Cost**
		$
		$
		$
		$
Total Estimated Activity Costs		$
SCC Fundraising Plan		

[Name] School Community Council

[Year] Activity and Financial Plan

In addition to activities that support the SLP, SCCs also undertake various general operational, communications, public relations and professional development activities funded through the annual operating grant provided by the Board of Education. The SCC's operational plan for the year is as follows:

SCC Operation Plan (funding to come from $2,000 grant from Board of Education)	
Activities	**Estimated Cost**
	$
	$
	$
	$
	$
Total Estimated Activity Costs	**$**

School Community Councils may use the annual operating grant from the Board of Education for:

i.   Vehicle expense allowance for events and meetings.
ii. Communication and public relations.
iii. Conference attendance and professional development.
iv. Incidental expenses such as postage and printing.

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[Name] School Community Council Annual Meeting Minutes

[Date] [Time]

Present

Absent

1. **Call to Order** –

2. **Elections** –

3. **Annual Report for the Previous Year** –

4. **Selection of Officers** –
   4.1   Chair
   4.2   Vice Chair
   4.3   Secretary
   4.4   Treasurer
   4.5   Other

5. **Other Business** –

6. **Open Discussion** –

7. **Adjourned** – at [time]

_____   _____
[name]   [name]
SCC Chair   SCC Secretary

[Name] School Community Council Meeting

Principal's Report for [meeting date]

Standing Items

1. Progress Report on School Level Plans

2. Upcoming School Events and Important Dates

3. Communications from Good Spirit School Division (In Focus & From the Board)

4. School Fundraising Update

5. Celebration Items

Other Items (specific to each meeting, e.g., extra-curricular plans, enrolment updates/projections, etc.)

6. Item

7. Item

8. Item

[Name] School Community Council

[Year] Activity and Financial Plan

The SCC has prioritized X outcomes within the School Level Plan and has developed a series of planned actions to support achievement of those outcomes. The SCC's activity plan and related financial implications are as follows:

SCC Activity Plan in Support of SLP		
Priority Area (from SLP)	**Activities**	**Estimated Cost**
		$
		$
		$
		$
Total Estimated Activity Costs		$
SCC Fundraising Plan		

[Name] School Community Council

[Year] Activity and Financial Plan

In addition to activities that support the school LIP, SCCs also undertake various general operational, communications, public relations and professional development activities funded through the annual operating grant provided by the Board of Education. The SCC's operational plan for the year is as follows:

SCC Operation Plan (funding to come from Board of Education)	
Activities	**Estimated Cost**
	$
	$
	$
	$
	$
Total Estimated Activity Costs	$

School Community Councils may use a portion of the annual operating grant from the Board of Education for:
i.   Vehicle expense allowance for events and meetings.
ii. Communication and public relations.
iii. Conference attendance and professional development.
iv. Incidental expenses such as postage and printing.

School Community Council

[Year] Activity Report

School:	
Name:	
Prepared by:	
Date of SCC Annual Meeting:	
Total Number of Meetings in 20xx-20xx:	

Please comment on each of the following:
1. Please explain how your SCC assisted in the development of the School'Level Plan.

Additional Comments:

2. What activities did your SCC plan and participate in during the 2017-2018 school year to support the School Level Plan?

Additional Comments:

3. What activities did your SCC plan and participate in that supported or promoted students' well-being?

Additional Comments:

4. What successes or challenges can you identify specific to your SCC this past year?

Additional Comments:

Good Spirit School Division
School Community Council Year End Financial Summary
For the Year Ending August 31, 20XX

Name of SCC: (enter below)

	Activity to Aug. 31/XX	
Opening bank balance September 1, 20XX	0.00	A

Revenues (Deposits)

Commercial Sales (clothing, vending machines, etc)		
Fundraising Revenue (proceeds from fundrasining activities)		
Grants & partnerships (grants from PVSD, Municipality, other agencies)		
Donations (cash donations from Indivudals, business, etc.)		
Other (please list)		
Total Revenues	0.00	B

Expenses (Disbursements)

Administrative Supplies and Services		
Academic Supplies purchased for schools		
Academic Furniture and Equipment purchased for school use		
Cost of Goods Sold		
Fundraising Expenses (cost of fundraising goods and supplies)		
Playgrounds and Grounds (playstructures, grounds maintenace etc.)		
Travel (SCC memebers)		
Professional Development (SCC members)		
Other (please list)		
Total Expenses	0.00	C
Net Surplus (Deficit) for the year	0.00	B - C
Financial Position as at August 31, 20XX	0.00	A+B-C

Prepared by:_____
(SCC Secretary Treasurer)

Verified by: _____
(School Administrator)

Good Spirit School Division
School Community Council Bank Reconciliation Worksheet
August 31, 20XX

Name of SCC: (enter below)

0

Bank Statement Date:	**August 31, 20XX**

Ending Balance from Bank Statement, August 31, 20XX $0.00 A

Add Deposits in Transit:

Deposit Date	Amount	Deposit Date	Amount
	$0.00		$0.00
	$0.00		$0.00
	$0.00		$0.00
	$0.00		$0.00
	$0.00		$0.00

Total Deposits in Transit $0.00 B

Subtotal $0.00 A + B

Subtract Outstanding Cheques:

Cheque Number	Amount	Cheque Number	Amount
	$0.00		$0.00
	$0.00		$0.00
	$0.00		$0.00
	$0.00		$0.00
	$0.00		$0.00
	$0.00		$0.00
	$0.00		$0.00
	$0.00		$0.00
	$0.00		$0.00
	$0.00		$0.00
	$0.00		$0.00
	$0.00		$0.00

Total Outstanding Cheques $0.00 C

Reconciled Bank Balance $0.00 A+B-C

Financial Position at August 31, 20XX $0.00

Difference (must be zero) $0.00

Good Spirit School Division
School Community Council Member Information Sheet

School Community Council Name: _____

Member Name	Position	E-mail Address
	Chair	
	Vice-Chair	
	Secretary	
	Treasurer	
	First Nations Representative	
	Student Representative	
	Student Representative	
	Other (specify)	
	Other (specify)	
	Other (specify)	
	Other (specify)	
	Other (specify)	
	Other (specify)	

Annual Meeting Date and Time: _____

Regular Meeting Dates and Times

Date	Time	Date	Time
September		February	
October		March	
November		April	
December		May	
January		June	

Meeting Locations: _____

Please complete and return to info@gssd.ca by September 30.

Please post this information on the SCC page of the school website by September 30.

**Eligibility to Vote and Run in the
School Community Council Election**

A. PARENT/GUARDIAN:

Are you a parent/guardian of a student in this school?　　　YES ❑　　　NO ❑

If YES, you are eligible to vote or run for an elected seat.

If NO, move to section B below.

_____

B. COMMUNITY MEMBER:

1. Are you a Canadian citizen on the day of the election?　　YES ❑　　　NO ❑

2. Are you 18 years of age on the day of the election?　　　YES ❑　　　NO ❑

3. Have you resided in Saskatchewan for at least six months?　YES ❑　　　NO ❑

4. Have you resided on land in the school division for at least three months?　　YES ❑　　　NO ❑

5. Do you live within the attendance or geographic area as outlined by the Saskatoon Public School Division for this school's School Community Council?　　YES ❑　　　NO ❑

6. Is this the only School Community Council election that you are voting in as a 'community member'?　　YES ❑　　　NO ❑

If YES to all six questions above, you are eligible to vote or run for an elected seat as a 'community member'.