

## SCC Plan 2020-2021

### School Community Council

School Community Council Work Plan 2020-2021
☐ August 31 - NESD Fiscal Year End - SCC year end (Sept. 1 to August 31) financial statement, bank reconciliation, and a copy of the bank statement as of this date is required for audit purposes. Reporting templates and instructions will be provided by division office and will be available online. Submit SCC Annual Financial Reports by no later than September 30 to <a href="mailto:mcleod.wanda@nesd.ca">mcleod.wanda@nesd.ca</a>
☐ September 1 - First Day of Classes
☐ September - Share actions, deliverables, and timelines for the Learning Improvement Plan for SCC approval. (A3 form)
☐ September - Plan for SCC Annual Meeting and Elections
☐ September - Ensure that your school website has an SCC section/tab – needs to include current members listing, constitution, and previous year and current year minutes
☐ September - Submit List of SCC Meeting Dates and Times including SCC Annual Meeting Date after your initial meeting. Email to <a href="mailto:zenner.triki@nesd.ca">zenner.triki@nesd.ca</a>
☐ September – Discuss and decide on format for parent-teacher-student conferences
☐ September/October - Principal reviews NESD school fees and fundraising guidelines and seeks SCC feedback on the school fundraising plan
☐ October 7&8 - Student Led Conferences
☐ October - plan for Education Week
☐ October - SCC Linkage with the Board of Education
☐ Due October 30 - SCC approval and submission of the Learning Improvement Plan (A3 format) to the Board. Information is uploaded to the ESSP shared drive. Notify <a href="mailto:jensen.mark@nesd.ca">jensen.mark@nesd.ca</a> when the document has been approved
☐ November - Submit List of SCC Members and Positions following your SCC Annual Meeting Email to <a href="mailto:zenner.triki@nesd.ca">zenner.triki@nesd.ca</a>
☐ November - Review the SCC Roles and Responsibilities with newly elected SCC
☐ January - Plan for Teacher/Staff Appreciation week
☐ February - Staff/Teacher Appreciation Week
☐ March - SCC and Municipal Forum with the Board of Education
☐ March/April - Review Constitution and propose amendments – <u>if required</u> . If the SCC Constitution changes, please send a copy to Don Rempel for Board approval
☐ March 9 & 10 - Student Led Conferences
☐ June - Principal will communicate Learning Improvement Plan results to the SCC
☐ June - Confirm that all meeting minutes have been added to your school's public website
☐ July/August - SCC Accounts need to be wrapped up for the school year

### Volunteers Needed for...

- Not sure yet as we cant do anything....SLCs are virtual and we don't know what that looks like. In terms of pot luck being brought in that is not allowed but possibly catered?

### Meeting Dates: ( These can be altered))

**September:** 7:00 Thursday, Sept. 24

**October:** AGM 6:30, SCC Meeting 7:00 Thursday, October 22 (Approval of the School LIP)

**November:** 7:00 Thursday, November 26

**January:** 7:00 Thursday, January 21

**March:** 7:00 Thursday, March 25

**May:** 7:00 Thursday, May 20

**June:** 7:00 Thursday, June 24