

**School District #62 (Sooke)**

<b>COMMUNITY SCHOOLS</b>	No.: B-425
	Effective: Sept. 12/89 Revised: Jan. 10/23 Reviewed: Sept. 14/15; Jan. 10/23

**ADMINISTRATIVE REGULATIONS**

Designation of a school as a Community School shall be subject to the following procedures.

1. The establishment of a community school, including the official designation, shall be a Board of Education response to a formal request jointly made by a representative group of parents and/or community members, principal and school staff.

Approval shall be dependent on such factors as:

- a. A community in which the residents have expressed a desire to have greater contact with, and become more involved in, total school-community life.
  - b. A principal who expresses an interest in, and enthusiasm for, community education.
  - c. A staff that is interested in community education and is committed to the philosophy that community education expresses.
  - d. Existing programs already operating in which community personnel are actively engaged.
2. A community school shall be granted that status for a five-year period, after which a local review of interest and need must be undertaken.
  3. A Community School Society (registered under the *Societies Act*) will be established. The Society shall be accountable through the principal of the school to the Board of Education. In this capacity, the principal shall be a non-voting member of the Society.
  4. The Board of Education shall not be responsible for the expenditures of the Community School that are not budgeted for in the annual operating budget of the District. Excess funding required for Community School activities shall be provided by the Community School Society and the Society is solely responsible for debts which it incurs.
  5. The Community School Society shall adhere to all Board of Education policies and regulations relating to items such as security, rental regulations and supervision in its operation.
  6. The Community School Society shall establish an approved accounting system for the control of its revenues and expenditures. An annual audited financial statement shall be issued to the Secretary-Treasurer.
  7. Officially designated community schools shall be entitled to:

- a. A community school co-ordinator, who may be a teacher or non-teacher, on the basis of a substantiated request from the school, and who shall be appointed for a three-year renewable term;
  - b. an allotment of \$20,000 from the School District operating budget to offer continuing education programs. The total amount of these funds will be reduced by excess revenues generated after instructors' fees and costs have been paid. The district's accounting office will provide bookkeeping services as required.
8. The Board of Education will seek adequate funding for comprehensive community schools from the Ministries of Education and Child Care, Health, Environment and other government agencies.
9. A committee consisting of designates of the Community School Society and designates of the Board of Education shall review and assess annually, the complete operation of the Community School and Society.
10. The Community School Society shall have a constitution and by-laws as required in the *Societies Act*. Consistent with the Community School Society's by-laws a Board of Directors shall be elected by voting members.
11. Individual trustees from the Board of Education may attend or be appointed to attend Community School Society meetings but shall be non-voting participants.