

# **CONSTITUTION OF MOTHER TERESA SCHOOL COUNCIL**

## **NAME**

1. The name of the school council shall be **MOTHER TERESA SCHOOL COUNCIL**.

## **MISSION**

2. The Mission Statement of the Mother Teresa School and of the Mother Teresa School Council:

Journeying to Holiness by Loving, Giving, Helping & Serving.

## **VISION**

3. The Vision Statement of the Mother Teresa School and of the Mother Teresa School Council:

Mother Teresa School will be a place where the spirit of our faith, through the example of Mother Teresa, is seen daily in every aspect of the school's operation. Academically our school will meet and exceed provincial standards. Our programs will be student centered. All decisions and actions will be based on "What is best for teaching and learning?"

## **PHILOSOPHY**

4. The Mother Teresa School Council Catholic-Christian Philosophy:
  - a) Catholic schools help children to learn about themselves and their world of the sciences and humanities in its relation to God. Christ's teachings form our *raison d'etre*;
  - b) Catholic schools complement the formation which is ideally provided in Catholic homes and parishes;
  - c) Catholic schools encourage children to express their religious convictions openly in a manner that unites thinking and feeling;

- d) Catholic schools foster a student/child centered program of education:
  - i) to emphasize academic development;
  - ii) to expect all teachers to be witness to the message of Christ and to support the goals and philosophy of the Medicine Hat Catholic Board of Education;
  - iii) in the education of children, the teachers must show love, compassion, respect, empathy and justice to all children; and
  - iv) in summary, the Mother Teresa School Council is in partnership with school, parish and community working together as trustees of our citizens of the future.

#### **OUR GUIDING PRINCIPLES:**

- 5. The Mother Teresa School Council believes:
  - a) That Catholic Schools in Bow Island and Medicine Hat exist in order to serve:
    - i) students, their families, and the community in general;
    - ii) God and the Church which Christ founded; and
    - iii) those who want their children to receive an education based on Christian morality.
  - b) That Catholic Schools in Bow Island and Medicine Hat provide:
    - i) a full range of educational programs from Kindergarten to Grade 12 for students of all abilities;
    - ii) a religious environment in which to study or work;
    - iii) leadership in living Christian values;
    - iv) holistic education in both curricular and extracurricular activities;
    - v) liaison with Church and Parish; and
    - vi) a well-rounded program based on the freedom to teach and live our Catholic faith.
  - c) That Catholic Schools in Bow Island and Medicine Hat are built on these values:
    - i) an atmosphere of prayer;
    - ii) a freedom to share and celebrate our faith and values as Jesus taught us;
    - iii) a oneness of mind and spirit;
    - iv) an equality of opportunity for each child and a respect for individual differences;
    - v) an emphasis on open communications; and
    - vi) a reverence for life and the importance of teachers as faith leaders.

- d) That Catholic Schools in Bow Island and Medicine Hat have certain distinctive qualities:
- i) the integration of Christian values and Catholic tradition throughout the curriculum;
  - ii) signs and symbols of our faith as daily prayer and liturgical celebrations;
  - iii) an emphasis on family life and community;
  - iv) a sense of warmth and emotional support;
  - v) a need to strive for academic excellence; and
  - vi) a recognition that Christ's life and teaching serve as our foundation.

**OBJECTIVES:**

6. The Mother Teresa School Council may, at its discretion:

- a) Advise the Principal and School Board respecting any matter related to the School;
- b) Perform any duty or function delegated to it by the School Board in accordance with the delegation;
- c) Do anything it is authorized to do under the regulations to do;
- d) Consult with the Principal so that the Principal may ensure that the students in the School have the opportunity to meet the standards of education set by the Minister;
- e) Consult with the Principal so that the Principal may ensure that the fiscal management of the School is in accordance with the requirements of the School Board and the Superintendent;
- f) Subject to the Regulations, make and implement policies in the School that the Mother Teresa School Council considers necessary to carry out its functions;
- g) Make policies and/or participate in processes for conflict resolution among the Mother Teresa School Council members, between the Mother Teresa School Council and the wider community and between the Mother Teresa School Council and the School Staff; and
- h) The Mother Teresa School Council shall seek to attain the Objectives adopted by the Parents and Members.

**GOVERNANCE:**

7. Mother Teresa School Council shall use the "Town Hall Model".

**MEMBERSHIP:**

8. The following are eligible for membership:
- a) Parents and/or guardians who have children attending Mother Teresa School;
  - b) School staff members;
  - c) One community representative
    - who may be a parent/legal guardian of a child attending Mother Teresa School Kindergarten Program
    - appointed by the Mother Teresa School Council Executive; and
  - d) Catholic Clergy.

**OFFICERS:**

9. a) The officers of the School Council shall consist of the following:
- i) Chair;
  - ii) Vice-Chair;
  - iii) Secretary;
  - iv) Teacher Representative; and
  - v) Principal;
- b) Positions (i) to (iii) must be parents and/or guardians who have children attending Mother Teresa School. These positions will be elected annually in September at the general meeting;
- c) Position (iv), Teacher Representative to be elected annually by the Mother Teresa School Staff;
- d) Position (v) shall be the Principal of Mother Teresa School or designate as ex-officio.;
- e) Position (i) to (v) will also be the Board of Directors/Officers of the Mother Teresa School Council Fundraising Society;
- f) At the Annual General Meeting a Treasurer shall be elected for the Mother Teresa School Council Fundraising Society. This position must be a parent or guardian who has children at Mother Teresa School; and
- g) At the Chairperson's discretion, positions (i) to (iii) may be expelled from the Mother Teresa School Council after missing three meetings.

**DUTIES OF THE OFFICERS:**

## 10. a) Chair

The Chair shall:

- i) prepare the Agenda for all meetings;
- ii) preside when present at and participate in all meetings of the School Council;
- iii) have general supervision of all activities of the School Council;
- iv) prepare and provide to the board annually a report:
  - setting out the activities of the School Council in the year
  - including a financial statement relating to money
  - including a copy of the minutes for each meeting of the School Council and the Mother Teresa School Council Fundraising Society held in the year; and
- v) be the official spokesperson of the School Council.

## b) Vice-Chair

The Vice-Chair shall:

- i) aid the Chair and undertake tasks assigned by the Chair;
- ii) in the absence of the Chair, supervise the affairs and preside at any meetings of the School Council; and
- iii) in the event of resignation, incapacity or leave of absence of the Chair, fulfill the Chair's responsibilities.

## c) Secretary

The Secretary shall:

- i) cause accurate minutes of all School Council meetings and proceedings to be kept;
- ii) have charge of all the correspondence and official records of the School Council; and
- iii) cause notices of School Council meetings and proceedings to be given.

**SUB-COMMITTEES:**

11. The Mother Teresa School Council may appoint Sub-Committees consisting of Members and others from the School Community with either delegated powers or advisory responsibilities as follows:

- a) Mother Teresa School Parent Council Association (Bingo Committee). Attached and marked as Appendix "A" are the By-Laws of this Association;
- b) Mother Teresa School Council Fundraising Society. Attached and marked as Appendix "B" are the By-laws of this Society;

- c) Communications;
- d) Policy;
- e) Medicine Hat Catholic Schools Parent Association; and
- f) Mother Teresa Before/After School Program. This sub-committee shall operate separate and apart from Mother Teresa School Council Executive. They shall elect their own executive either at the Mother Teresa School Council Annual Meeting, or at a General Meeting of their own. They shall hold their own executive meetings and keep their own set of financial records and their bank account will be separate and apart from Mother Teresa School Council.

**NOMINATIONS:**

- 12. a) The nominating committee shall consist of three (3) members of the executive council of the previous year; and
- b) The nominating committee will have its report presented at the general meeting in September, at which time further nominations will be received from the floor.

**ELECTIONS:**

- 13. The elections of executive council members will take place at the general meeting which will be held in September.

**MEETINGS:**

- 14. a) The Annual General Meeting shall be held by the end of September each year;
- b) Executive Council Meetings may be held at the call of the chair; and
- c) Town Hall Meetings will be held monthly and at least nine times during the school year.

**QUORUM:**

- 15. a) A quorum for executive meetings and special meetings will be five (5); and
- b) A quorum for general meetings will be nine (9).

**BY-LAWS:**

16. The By-Laws may be rescinded, altered or added to by a "Special Resolution".

The By-Laws of the MOTHER TERESA SCHOOL COUNCIL were duly passed by the members at a meeting held on March 12, 2002, at Medicine Hat, in the Province of Alberta.

Dated March 12, 2002

Signature: \_\_\_\_\_  
Laura Deschamps, \_\_\_\_\_

Signature: \_\_\_\_\_  
Doug Cooke, \_\_\_\_\_

Signature: \_\_\_\_\_  
Kevin Walcer, \_\_\_\_\_

Signature: \_\_\_\_\_  
Joanne Symon, \_\_\_\_\_

Signature: \_\_\_\_\_  
David Leahy, \_\_\_\_\_

Witness:  
Signature: \_\_\_\_\_  
Loretta Hammel, \_\_\_\_\_

