

# Pilgrim Wood Public School

## School Council Information

2018-19

### ***Pilgrim Wood Public School Council Needs You!***

School Councils play a crucial role in building the school culture during a given school year. Pilgrim Wood P.S. is looking for individuals with a multitude of talents to put to good use for the benefit of your child's school for the 2018-2019 school year. A minimum of one Monday evening per month is all that is needed to make a difference. Your vote will be heard on behalf of other parents on important issues such as the use of funds, major purchases and yearly events.

#### Chair and Co-Chair:

Do you have leadership skills and the desire to make a difference? Apply for the position of School Council **Chair / Co-Chair**. You'll arrange and Chair monthly meetings during which you'll lead discussions on the ongoing issues that affect your child's school.

#### Treasurer:

Are you good with numbers? Turn your bookkeeping, accounting or math skills into a worthwhile volunteering opportunity as **Treasurer**. You will maintain books and bank accounts, and provide monthly reports to the Council meetings of the financial activities and account status.

#### Secretary:

Do you have organizational skills and a flair for writing? As PW's **Secretary**, your skills will come in handy as you document the Minutes for each Council meeting. You will also maintain and file the important reports and lists that will become the history of this year's activities.

#### Communications:

Are you looking to put your communication skills to good use? The PW Council is looking for a **Communications Chair** who can establish and coordinate a communications plan to keep the Council, the school community, the local community and even the media informed about Council activities and opportunities.

#### Volunteer Outreach:

Are you a whiz at multi-tasking and coordinating? The PW Council would like individuals to fill two **Volunteer Outreach** position. You'll be responsible for coordinating the activities of PW's tireless parent volunteers and developing initiatives for encouraging and showing appreciation for parental participation in school activities.

#### Fundraising Chair and Co-Chair:

Do you have a flair for project management or party planning? Put your skills to good use on behalf of your child's school in the position of **Fundraising Chair / Co-Chair**. You'll be responsible for researching and coordinating major fundraising events, including our annual Fun Fair, and liaising with third party event providers, volunteers and other Council members.

Parent Representatives (18 positions, including Executive positions):

Do you have opinions and ideas that you would like to share about your child's school? The Pilgrim Wood Council wants you to be the voice of our parent community. As **Parent Representative**, your role will be to help the Council meet its goals, just by becoming involved. Bring concerns, questions and comments to monthly meetings on behalf of the parent community, and have them heard by School Council. Your vote on fundraising and other initiatives means your voice will be heard.

***How can you become involved?***

- You are eligible if you are a parent/guardian of a child enrolled at Pilgrim Wood Public School. Simply fill out the attached nomination form and return it to the office at PW no later than **Wednesday, September 19, 2018 by 4 p.m.**
- Term of office is from October 1<sup>st</sup>, 2018 to September 30th, 2019.
- According to PW School Council constitution, there will be 18 or less parent members on the Council. If there are more than 18 parents interested, an election will be held on **Wednesday, Sept. 26<sup>th</sup>** at the school from 8 am to 7 pm. Parents can come and vote for their choice of candidate. A list of the candidates will be provided at the office.
- All executive positions with only one candidate will be acclaimed. Where there is more than one candidate, an election will take place on **Monday, October 1<sup>st</sup>, 2018 at 7:00 p.m. at Pilgrim Wood Public School during the first Council meeting.**
- Information about candidates and the election process will be posted in the main foyer of the school.

**Important Dates for School Council Election process:**

**Sept. 4** – information letter & candidate nomination form goes home with First Day Packages.

**Sept. 19** – final date for receipt of nominations for candidates

**Sept 26** – Election for Parents Reps (***only if necessary***) from 8 a.m. to 7 p.m.

**Sept Oct 1 - Election** date for Executive members (***only if necessary***) 7:00 p.m.

**First School Council Meeting:** Mon. Oct. 1st, 7:00 p.m.

**Pilgrim Wood Public School  
School Council Form 2018-19**

**Please return completed form to Mr. Lall by Tuesday September 19th before 4 p.m.**

Name \_\_\_\_\_

Address \_\_\_\_\_ Postal Code \_\_\_\_\_

Home Phone \_\_\_\_\_ Business Phone \_\_\_\_\_

E-mail address \_\_\_\_\_

I am the parent/guardian of the following student(s) who will be registered at Pilgrim Wood Public School for the 2018/2019 school year:

Name of student	Present Grade
_____	_____
_____	_____

\_\_\_\_\_ **I wish to declare my candidacy for an elected position as a Parent Representative on the School Council.**

\_\_\_\_\_ I am also interested in one of the executive positions on the Council:

- \_\_\_\_\_ Chairperson (1)
- \_\_\_\_\_ Co-Chair (1)
- \_\_\_\_\_ Secretary (1)
- \_\_\_\_\_ Treasurer (1)
- \_\_\_\_\_ Fundraising Chair/Co-Chair (2)
- \_\_\_\_\_ Volunteer Outreach (1)
- \_\_\_\_\_ Communication Chair (1)

I am an employee of the Halton District School Board.  yes  no

***If there are more than 18 candidates: (Please check one)***

----- I would like to be part of election

-----I don't want to be part of election, will withdraw my name, and will help the school as needed.

\_\_\_\_\_  
Candidate's Signature

\_\_\_\_\_  
Date

**Please include a brief autobiography on the back of this form and reasons for interest.**

Received by \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_