100-14

**Administrative Procedure 111 – Appendix B**



# {School Name} School Community Council

**Annual General Meeting and Elections**

A general meeting for the purpose of presenting an annual report and to hold elections for the School Community Council of

**{School Name}**

will be held on

**{insert date and time}**

at

**{location of election}**

School Community Council Administrative Policies developed by the Board of Education regarding the elections can be viewed under the schools tab, School Community Councils section on the Prairie South Schools website: [www.prairiesouth.ca](http://www.prairiesouth.ca/)

Parents and guardians of students attending {School Name} and School Division electors residing in the school catchment area may stand for election to the School Community Council and vote in the elections. The School Community Council is comprised of five to nine elected parent and community members. Elections are being held to fill these positions.

Nominations of parents and community members interested in standing for election must be submitted on the official form and will be received up to the time of the election. Nominations are available from

{School Name} and can be returned to {School Name} prior to the election or be presented at the election.

Contact: {School Returning Officer} at {Phone Number} Email: {email address}

Prairie South School Division No. 210 Administrative Procedures Manual