



Atlantic Memorial / Terence Bay School School Advisory Council Agreement

The purpose of this school advisory council agreement is to establish the terms of reference for the partnership between the Atlantic Memorial Terence Bay School Advisory Council, Halifax Regional Centre for Education (HRCE), and the Nova Scotia Department of Education and Early Childhood Development to operate a School Advisory Council (SAC) at the school level.

Effective date and review of the agreement

The agreement begins when signed by all parties. This agreement shall be reviewed before June 30 of each year by the School Advisory Council. Any agreed-upon revisions can be made at that time, and submitted to the HRCE and the Department of Education and Early Childhood Development for consideration, to become effective upon approval of all partners.

Structure of the Council

The Advisory Council shall include the following members:

- the principal, who is a non-voting member;
- three parents/guardians;
- three staff - two teachers; one member of the school's support staff
- three community members

Names of the members of the Atlantic Memorial/Terence Bay School Advisory Council and their respective years of service are detailed in appendix A that is attached to the bylaws.

Decision-making Process

Atlantic Memorial / Terence Bay School Advisory Council (SAC) will make decisions in the following ways:

- All decisions will be made by consensus where possible.
- If a consensus cannot be reached, the decision will be delayed until the next meeting, which will occur within thirty days.
- If at that meeting a consensus cannot be reached, a majority vote is required of the quorum present for the proposal to be approved.
- If there is a timeline within which a decision must be reached, an emergency meeting may be called by the chair of the (SAC) prior to the deadline.

The Department of Education and Early Childhood Development will support the Atlantic Memorial / Terence Bay School Advisory Council by:

- developing educational materials to assist school advisory councils in fulfilling their duties and responsibilities
- providing opportunities to give input on provincial policies and any other matters referred to the SAC by the Minister
- providing mediation when there is unresolved conflict between the school advisory council and the regional centre for education
- organizing and/or supporting professional development opportunities for council members
- providing funds to support the mandate of the school advisory council

Parties to the Agreement

We, the undersigned, understand and agree to follow through on the commitments made in this school advisory council agreement.



Atlantic Memorial Terence Bay School Advisory Council Chair

Oct. 6, 2025

Date

HRCE Regional Executive Director of Education

Date

Department of Education and Early Childhood Development

Date