

PARENT SCHOOL SUPPORT COMMITTEE ELECTION PROCESS

Structure – Parents, Community, Teacher, Home & School, Student Representatives, DEC Member, Principal

What does a PSSC do?

- Advises the Principal on education and policy issues
- Works with the Principal to develop and monitor the School Improvement Plan
- Reviews the School Report Card results
- Participates in hiring and performance evaluations of Principal and Vice-Principal, at the request of the Superintendent
- Communicates with the DEC on PSSC matters

How do I get involved?

- Elections are held between September 1st and September 30th
- Principal will advise the date, time and location of the election
- Principal can provide information about the election process, roles and responsibilities of a PSSC member

Nominations

- Eligible parents can
 - *nominate and second
 - *nominate themselves or someone else
- Nominations are submitted
 - *to Principal until election time
 - *from the floor at election time

Who can run for PSSC election?

- All parents who are not employees of the school, but have children enrolled in the school
- People who are not parents, but who are 18 years of age, residents of NB, and not a student
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Voting Process

- by secret ballot
- in person
- at the time, date, and place set by Principal

**NEW BRUNSWICK
Department of Education
DECLARATION**

In my capacity as a member of a Parent School Support Committee, and in accordance with section 18 of Regulation 2001-48 under the *Education Act*,

I, _____, member of the Parent School Support Committee of _____ in District _____, hereby acknowledge being aware of

- a) the duties of the Parent School Support Committee under the *Education Act*,
- b) the code of conduct to which I am expected to adhere; and,
- c) the requirement that I discharge my duties in the English language.

Dated at _____ on the _____ day of _____.

Signature – Member

Signature – Witness

Where to Get More Information

- School Principal
- PSSC Information Booklet
- District Office
- Department of Education PSSC Manual

Suggested Sizes for PSSC

- Schools under 200 students
 - **5 parents** elected
- Schools from 200-499 students
 - **6 parents** elected
- Schools over 500 students
 - **7 parents** elected
- In addition
 - 1 teacher and 1-2 community members are appointed
- The Principal participates in all PSSC meetings

THANK YOU for considering participation on your Parent School Support Committee