

## School council information and requirements 2024–25

The establishment of school councils is the law in Alberta. Please note that school groups fulfilling the membership requirements for a school council **MUST** refer to themselves as school councils on any formal documentation, including annual reports.

Section 55 of the *Education Act* recognizes and reaffirms the right of parents and the school community to have meaningful involvement in the education of their children through school councils.

School councils are collective associations of parents, teachers, principals, staff, students and community representatives who seek to work together to promote the well-being and effectiveness of the entire school community and thereby to enhance student learning. A school council is a means to facilitate co-operation among participants in the local school.

Schools are required to continue operation of, or attempt to establish, a school council on an annual basis as outlined in the *Education Act*.

For further information on school council rules and regulations, please visit the Alberta Education website at [alberta.ca/school-councils.aspx](http://alberta.ca/school-councils.aspx).

- Alberta Education mandates that **School Council Annual Reports** be submitted to Edmonton Public Schools by **September 30** each year.
- Schools are also asked to **register their school council** executive members with Communications, Edmonton Public Schools, by **October 18**. This will ensure your key representatives receive meeting information and updates throughout the year.

### PERSONAL INFORMATION PROTECTION ACT (PIPA)

On January 1, 2004, school councils became subject to the Provincial Government's privacy act, the *Personal Information Protection Act (PIPA)*. Some school councils may wish to establish their own communication database to contact families directly about meetings, planning events, seeking volunteers, etc. Under *PIPA*, school councils must obtain consent to collect, use or disclose personal information about an individual (unless the *Act* states it does not need consent) and, whenever possible, collect the information directly from the individual. Information can only be used for the purpose for which it was collected and an individual may choose to take back his or her consent at any time.

For more information on the *Personal Information Protection Act*, please visit: [servicealberta.ca/pipa-overview.cfm](http://servicealberta.ca/pipa-overview.cfm).

#### For general information on submitting forms and reports, please contact:

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