

## Ramsay School Council Process for Dispute Resolution *(Approved at AGM, Wednesday June 12, 2024)*

Our process is drawn directly from CBE Administrative Regulations and from previous practice and policy at Ramsay School.

### 1) Disputes between School Council and the Principal

A) We adopt the policy of CBE Administrative Regulation: AR 5001 | School Council and School-Parent Societies.

- 1) If a dispute between the Principal and the School Council, or any of its members, about School Council operations, cannot be resolved, either party may refer the matter to the Area Director who may meet with the parties either independently or together, as the Area Director determines, for the purpose of attempting to resolve the dispute in a timely manner.
- 2) If the parties are not satisfied with the resolution of the Area Director, either party may ask the Chief Superintendent or designate for a review of the matter.

### 2) Internal disputes among School Council members

A) According to CBE Administrative Regulation: AR 5001 | School Council and School-Parent Societies: “It is expected that School Councils will have an internal dispute resolution mechanism in their by-laws, and that School Council members will make every effort to resolve any dispute that arises among its membership in a timely manner.”

B) Ramsay School Council shall apply every effort to resolve internal conflicts using the following steps.

- 1) Ramsay School Council operates using majority rule. When differences of opinion about action to be taken by School Council arise, we will use the mechanisms of Robert’s Rules of Order, in the context of a regular Council meeting, to make motions, second, discuss, and vote on the action to be taken.
- 2) If a dispute or conflict that is relevant to School Council purpose and/or operations cannot be resolved within a regular meeting, all efforts will be made to resolve the issue between members, in person, and in a confidential and respectful manner. School Council Executive may play a role in facilitating that if deemed useful.

3) The following approaches may also be considered by School Council, with funding through Parent Association, if approved:

(1) assistance by a facilitator in dispute resolution techniques; or

(2) assistance by an outside trained facilitator; or

(3) any other dispute resolution method that the School Council may agree upon.

C) If no resolution can be found using the above methods,

1) If ten (10) parents, or fifty percent (50%) of the Executive Committee members of the School Council, are of the opinion that School Council is in a state of conflict such that its operation is significantly impaired, they may deliver a written request signed by them to all School Council members, and the following will apply:

(1) The Chair or Co-Chair will call a Special Meeting of School Council.

(2) A minimum of five (5) days' written notice will be provided to all School Council members of the date, time, place and purpose of the Special Meeting.

(3) At the Special Meeting, all School Council members present will have an opportunity to hear and discuss the issues causing conflict.

(4) On motion, seconded by any School Council member present at the Special Meeting, a vote shall be held respecting a proposed resolution to the conflict.

(5) If the majority of School Council members present vote in favour of the resolution proposed, the School Council will immediately act upon the resolution.

END