

Nomination Form 2020-21

Buchanan Park School Council



Name: _____

Home Phone: _____

E-mail: _____

I am a parent/guardian of _____ (student name), who is in grade _____ and currently a student of Buchanan Park Elementary School.

Why do you wish to be a member of School Council?

Please check the position(s) you are interested in:

Council Position	Position Details	Check to Apply
Chair	<ul style="list-style-type: none">Organize and Chair Meetings (Prepare Agenda)Act as official Council spokespersonEnsure communication between school and communityParticipate in information sessions/ trainingConsult with Senior Board Staff and Trustees as required	
Co-Chair		
Secretary	<ul style="list-style-type: none">Record meeting details/present meeting minutesMaintain Council files and current membership contact listNotify members of meeting time and location	
Treasurer	<ul style="list-style-type: none">Record and present financial details of Council Funds	
e-Mail Monitor	<ul style="list-style-type: none">Login to HWDSB email and report information for submission to Council Chair and school community	
Voting Member	<ul style="list-style-type: none">Attend meetings and vote on important school mattersAct as a link and communicate regularly with parents and other community members regarding Council matters	
Fundraising	<ul style="list-style-type: none">Actively seek/organize fundraising initiativesAssist with annual Opera fundraising	
Community Rep	<ul style="list-style-type: none">Attend meetings and act as a link between the school and the community	

I wish to declare my candidacy for an elected position as a School Council representative at Buchanan Park Elementary School. I understand the role and the responsibilities of a member of School Council.

Signature: _____ **Date:** _____