



A). Governance

This section of the Academy's policy covers off Society governance and touches on the following:

1. *Structure of the Saint John Paul II Academy Society*
2. *School Policy*
3. *Elections*

A1). Structure of Saint John Paul II Academy Society

The Saint John Paul II Academy Society was incorporated under the Societies Act of British Columbia on 22 July 2021. Prior to this time, the school operated under the auspices of the Catholic Independent Schools of Vancouver Archdiocese (CISVA). When the school first opened in September 2018 it was anticipated that a new governance structure would be needed. This milestone was reached when the Society was formally incorporated.

The overall authority of the Society is its board of directors. The Society has a president-principal model where the authority of the board is exercised through the president, the school's chief executive. The principal reports to the president.

Constitution and By-Laws

The Constitution of the Saint John Paul II Academy Society outlines the purpose of the Society, namely that it acts as the operating entity for the school itself to ensure its day-to-day running. The By-laws of the Society outline how the Society operates in terms of overall governance, the board, membership in the Society and protocols for annual general meetings and elections. Membership in the Society is currently limited to the directors for the time being.

The Board of Directors of the Society consists of: four directors appointed by the Archbishop of Vancouver, the Chair of the Foundation who is an ex-officio director and up to eight elected directors drawn from two communities – parent community and wider school supporter community (the latter anticipates the eventual establishment of an alumni).

The Board of Directors appoints the officers. These officers are Chair, Vice-Chair, Secretary and Treasurer.

Affiliation Agreement

There is also in place an affiliation agreement between the Archbishop of Vancouver and the Society. It outlines the working relationship between the Superintendent's Office of CISVA and the Society and covers such matters as employee transfers between the two entities, recognition of years of experience

and service. It was established to ensure that the school work as closely as possible with the Superintendent's Office.

A2). School Policy

The Saint John Paul II Academy Society Board of Directors recognizes the need for policies and procedures to assist them and committees fulfill their roles and responsibilities and by doing so help ensure the smooth functioning of Saint John Paul II Academy.

The primary responsibility to keep up-to-date on policies relating to Saint John Paul II Academy rests with each member of the Board and its committees. These policies, which are available in electronic form on the Saint John Paul II Academy website (www.sjp2academy.com), provide much useful information on how Saint John Paul II Academy is administered and run. It is incumbent upon all Board and committee members, particularly those new to the role, to familiarize themselves with these policies. They contain much pertinent information needed for Board and committee members to carry out their respective roles.

School Policy is grouped into the following main categories:

- Governance
- Admissions
- Educational Experience and School Administration
- School Environment and Safety
- Conduct
- Complaints
- Parent Support

In addition, there is a *Parent Handbook* that provides families with much useful Information on uniform policy, discipline, reporting absences, schedules, timetables, etc.

A3). Elections

Membership admission is governed by Section 3 - Members of the Statutes of Saint John Paul II Academy Society. (Add link to bylaws document)

Elections of Directors are governed by Section 7 - Election, Appointment, Removal and Changes of Directors of the Statutes of Saint John Paul II Academy Society. (https://www.sjp2academy.com/wp-content/uploads/2021/10/Society_-Certified-copy-of-Bylaws.pdf)

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