

St. Joseph's Alexander McKay PP – 6 School Steering Team (SST)

TERMS OF REFERENCE

The St. Joseph's Alexander McKay School Steering Team (SST) is a group that represents stakeholders for the school community.

Role

- To work with the Regional Centre for Education (RCE), the Department of Education & Early Childhood Development (EECD) and the Department of Transportation & Infrastructure Renewal (TIR) throughout the design phases of the project to provide input into developing the general floor plan layout and the overall design of the building.
- The SST acts as a key resource to gather input and provide information to the school communities they represent to enable a public connection to the school project.
- The SST is an advisory body, it does not have authority to approve project changes.

SST Membership

- Sponsor Group: members from HRCE, EECD and DTIR
- One (1) School Principal and Acting VP from SJAM P - 6
- School Advisory Council Chair or Designate, Teacher(s), SAC Member(s), Parent(s)

SST and Sponsor Group Responsibilities

The SST is a key advisory resource for the Sponsor Group during the project. It will be most active during the conceptual and design development phases where prioritization of items is required.

During the construction documentation phase, the role of the SST changes as all design related decisions have been made and the SST becomes more focused on receiving status reports of construction progress.

If, however, matters arise in implementation of the project that have the potential to change the project goals and objectives, the SST will continue in its role as an advisory body.

The Sponsor Group will provide the SST with regular project status updates