SCHOOL COUNCIL ELECTIONS

As parents will be aware nominations for school council will opened on Friday 27th February 2016 and close on Friday 4th March 2016.

The following Parent members of School Council will continue with their membership until 2016 (as they were elected to a two year term in March 2015):

- Donna Braden
- Belinda Williamson
- Michael Whiting
- Kristine Thoonen

The following Parent School Councillors will retire at the end of this election process (unless re-elected):

- Jude Faliszewski
- Tania Campanelli
- Scott Kendall
- Stephanie Herring
- Debbie Shilliam

All retiring Councilors will be re-nominating

The following DEECD Member Category members of School Council will continue with their membership until 2017 (as they were elected to a two year term in March 2015):

- Amy Rewell

The following DEECD Member Category members of School Council will retire at the end of this election process (unless re-elected):

- Renee Cotterell

As such at the elections to be held in the following number of positions will be available:
- 5 parent representatives
- 2 DEECD employee representatives

When all positions on School Council have been filled the election of office bearers will be held.

Parents wishing to nominate for School council can collect a nomination form from the office.

The role of the School Council and elected members is attached.
SCHOOL COUNCIL INFORMATION

There are two separate electorates within a school community:

- Parent electorate; and
- Department of Education and Training (DET) employee electorate.

In addition, there is an optional Community member category, and for a small number of school councils, a Nominee member category.

Parent electorate of the school

The Parent electorate of the school includes each parent of a student of the school, other than those who are DET employees engaged in work at, and for, the school. A parent of a student of the school who is a DET employee, but does not work at and for the school, is included in the Parent electorate.

Parent includes a guardian or person who is liable to maintain or has the actual custody of a student of the school.

If a DET employee is elected to the Parent category where their child is enrolled but where they do not work, they are counted in the DET employee category for school council meeting quorum requirements.

Eligibility of school councillors and voters

A person who is an undischarged bankrupt, is of unsound mind, is serving a sentence for an indictable offence or a registrable offender within the meaning of Sex Offenders Registration Act 2004 is not eligible for election or co-option to the school council.

In deciding a person’s eligibility, the principal may request in a specified timeframe that:

- a candidate must produce evidence of his/her eligibility to nominate for election;
- a nominator must produce evidence of his/her entitlement to nominate the candidate; and
- a voter must produce evidence of his/her eligibility to vote.

The responsibilities of school council include:

- Contributing to the development of the school strategic plan (the document that tells people what the school wants to achieve in the future and how it plans to get there);
- approving the annual budget (the financial plan for the calendar year that tells people how the school is going to provide money so it can implement its strategic plan in that year) and monitoring expenditure;
- developing, monitoring, reviewing and updating policies (guiding principles designed to influence decisions, actions that the school makes);
- informing itself and taking into account the views of the school community when making decisions regarding the school and the students
- arranging for the supply of the things needed for the conduct of the school (such as goods, services, materials and equipment), including pre-school programs
- raising money for things that the school needs
- making sure the school’s grounds and buildings are maintained
- entering into contracts for things like cleaning the school or a school council building project
- regulating and facilitating the after hours use of the school premises and grounds
- creating interest in the school within the community
- making a recommendation to the Secretary regarding principal selection.
What school council does not do

School council does not manage the day to day running of the school. For example, it does not employ teaching staff, decide which classes students will be assigned to, or sort out issues relating to individual teachers and students and/or parents.

School council does not discuss individual issues relating to teachers, staff or parents – these are very clearly management roles, and therefore the principal’s job.

School councillors are not appointed to represent specific interest groups or permit special interests to dominate the agenda of the council.

School council is also not allowed to purchase land, buildings or motor cars, and it cannot enter into hire purchase agreements or obtain credit or loans, unless it is given permission by the Minister.

Role of school council members

Parent members on school council bring their experience as parents at the school and the views of the wider school community to school council meetings.

DEECD employees bring their educational expertise to school council meetings.

Community members, if they are on school council, most often bring a particular skill to school council. They might bring accounting skills or building skills or some other skill that the school is looking for at that time.

SCHOOL COUNCIL ELECTION PROCESS AND TIMETABLE

Name of the School: Pakenham Springs Primary School

<table>
<thead>
<tr>
<th>EVENT</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) Notice of election and call for nominations</td>
<td>Friday, 27th February 2016</td>
</tr>
<tr>
<td>b) Closing date for nominations</td>
<td>Friday, 4th March 2016</td>
</tr>
<tr>
<td>c) Date by which the list of candidates and nominators will be posted</td>
<td>Monday, 7th March 2016</td>
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<tr>
<td>d) Date by which ballot papers will be prepared and distributed</td>
<td>On or before Friday 11th March 2016</td>
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<tr>
<td>e) Close of ballot</td>
<td>Friday, 18th March 2016</td>
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<tr>
<td>f) Vote count</td>
<td>18/3 / 2016</td>
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<tr>
<td>g) Declaration of poll</td>
<td>21/3/2016</td>
</tr>
<tr>
<td>h) Special council meeting to co-opt Community members (the principal will preside)</td>
<td>22/3 / 2016</td>
</tr>
<tr>
<td>i) First council meeting to elect office bearers (the principal will preside)</td>
<td>22/3 / 2016</td>
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</tbody>
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