



## *School Council*

School Council is a legal body which governs the school. Council sets the vision and determines general education policy, goals and priorities of the school within state-wide guidelines as well as monitoring the school budget, employment of non-teaching staff, and generally stimulating interest and participation in the school.

Council meets once a month during each school term.

## *School Council Structure*

There are 15 members of school council:

- 8 parent representatives – elected by the school community
- 4 Department of Education representatives (teachers and other staff) – nominated and elected by the staff and endorsed by school council
- 2 community representatives – nominated and endorsed by school council

The position of Chief Executive Officer is filled by the principal.

Each councillor is elected for a two-year term and is eligible for re-election or re-nomination at the conclusion of their term. Every year 4 parent positions on school council become vacant, and an election is held according to guidelines set down by the Department of Education. The elections will be conducted this term, with a call for nominations starting today.

## *School Council Subcommittees*

School council operates 6 sub-committees:

- Built and Natural Environment
- Communications
- Education
- Events
- Finance
- Canteen

Of the 8 parent representatives, 6 are nominated as convenors of one of the subcommittees. In addition, the positions of President and Vice President are nominated and elected by school council from the parent representatives. The Treasurer is automatically the convenor of the Finance subcommittee.

The allocation of roles is determined at the start of each academic year by the incoming school council.

# **FITZROY HIGH SCHOOL**

## *What is a School Councillor expected to do?*

Elected parent councillors need to commit to convening one of the sub committees detailed above and then report on the work of the subcommittee to each council meeting.

Ad hoc working groups are formed when the need arises, most recently a working group successfully dealt with the school's plans to extend beyond Year 10.

## *Roles and responsibilities of subcommittee convenors*

- Convene and conduct a meeting each month
- Advertise the primary business of the meeting in the school newsletter and invite members of the school community to attend
- Generate agenda and distribute to members of the subcommittee via email prior to each meeting
- Generate minutes from the meeting for distribution to subcommittee members, and for presentation/tabling at school council
- Coordinate the ongoing business of the subcommittee

## *What does a Committee or Working Group member do?*

Most of School Council's work happens at Committee and Working Group level.

Those attending committees have the opportunity to contribute to overall policy and strategic directions in the school and help to provide School Councillors with information they need in order to be responsive to the school community.

Active participation in the work of Committees and Working Groups ensures the continuing positive development of Fitzroy High as a dynamic and financially healthy school.

Committee and Council meetings take place once a month during term in the evening.

