

SCHOOL COUNCIL ELECTION 2019

Beaufort Secondary College's Council has the following composition:

- 7 Parent Members (elected by parents)
- 5 Department of Education and Training (DET) employee members.
Four are elected by DET employees, with the Principal acting as an "ex officio" member
- 2 Student Representatives
- 3 members co-opted from the school community.

Elected representatives serve two year terms, with half up for re-election each year.

Beaufort Secondary College's Council - 31 March 2018 – April 2019.

PARENTS:

Parents who will retire or are up for re-election:	Tim Carland Colin Gerrard	Louise Crowley Kim Peacock
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Parents who are mid-way through their term:	Ashley McErvale Belinda Lewis	Troy McLinden
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STAFF:

Staff who will retire or are up for re-election:	Adrian Page Belinda Evans
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Staff who are mid-way through their term:	Kate McGinty Kathie Pitt
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CO-OPTED MEMBERS (2018-19):**

PFA Representative:	Leonie Perkins
Community Representative:	Michael O'Connor
Student:	Alex Gerrard

** These positions are filled on a year by year basis by the council itself.

The result of all this is that there are FOUR parent and TWO DET employee vacancies to be filled at this election for the term of office 1/4/19 to 31/3/21.

2019 Election Timeline:

Notice of election and call for nominations:	Wednesday, 20 th February
Close of nominations:	Tuesday, 5 th March (4.00 pm)
Distribution of ballot papers via newsletter (if required)	Wednesday, 6 th March
Election closes:	Wednesday, 13 th March (4.00 pm)
Declaration of Poll Results:	Wednesday, 20 th March
First meeting of 2019-2020 School Council**	Tuesday, 26 th March

** The co-opted members will be appointed at the first meeting of the 2019-2020 School Council

See the attached documents:

- School Council Elections - Information for Parents
- Schedule 5A - Self Nomination Form for Parent Member Category
- Schedule 5B - Nomination Form for Parent Member Category

Other documentation and information will be distributed via the school newsletter.

Under Department of Education and Training Development rules, the Principal is required to be in control of the School Council election process.

School Council Elections 2019

Information for Parents

What is a school council and what does it do?

All government schools in Victoria have a school council. They are legally formed bodies that are given powers to set the key directions of a school within centrally provided guidelines. In doing this, a school council is able to directly influence the quality of education that the school provides for its students.

Who is on the school council?

There are three possible categories of membership:

A mandated elected Parent category – more than one third of the total members must be from this category. Department of Education and Training (DET) employees can be Parent members at their child's school as long as they are not employed at the school.

A mandated elected DET employee category – members of this category may make up no more than one-third of the total membership of school council. The principal of the school is automatically one of these members.

An optional Community member category – its members are appointed by a decision of the council because of their special skills, interests or experiences. DET employees are not eligible to be Community members.

The term of office for all members is two years. Half the members must retire each year, creating vacancies for the annual school council elections.

Why is Parent membership so important?

Parents on school councils provide important viewpoints and have valuable skills that can help shape the direction of the school. Those parents who become active on a school council find their involvement satisfying in itself and may also find that their children feel a greater sense of belonging.

How can you become involved?

The most obvious way is to vote in the elections, which are held in Term 1 each year. However, ballots are only held if more people nominate as candidates than there are positions vacant. In view of this, you might seriously consider standing for election as a member of the school council or encouraging another person to stand for election.

Do I need special experience to be on school council?

No. What you do need is an interest in your child's school and the desire to work in partnership with others to help shape the school's future.

What do you need to do to stand for election?

The principal will issue a notice of election and call for nominations following the commencement of Term 1 each year. All school council elections must be completed by the end of March.

If you decide to stand for election, you can arrange for someone to nominate you as a candidate or you can nominate yourself in the Parent category.

DET employees whose child is enrolled in a school in which they are not employed are eligible to nominate as parents for the school council where their child is enrolled.

Once the nomination form is completed, return it to the Principal within the time stated on the notice of election. You will receive a Nomination Form Receipt in the mail following the receipt of your completed nomination.

If there are more nominations received than there are vacancies on council, a ballot will be conducted during the two weeks after the call for nominations has closed.

Remember

Ask at the school for help if you would like to stand for election and are not sure what to do.

Consider standing for election to council this year.

Be sure to vote in the elections.

Contact the Principal for further information.

School Council Elections 2019

Schedule 5A Self-Nomination Form for Parent Member Category

I wish to declare my candidacy for an elected position as a parent member on the Beaufort Secondary College School Council.

Name.....

Residential address
.....

Contact Phone (Mobile or Landline):

Email:

I am the parent/guardian of , who is/are currently enrolled at this school.

I am an employee of the Department of Education and Training but not engaged in work at and for the school.

Yes / No (please circle)

I am prepared to serve as a Parent member of the above-named school council.

I hereby declare that I am not an undischarged bankrupt, of unsound mind, currently serving a sentence for an indictable offence or registrable offender within the meaning of the *Sex Offenders Registration Act 2004*.

Signature of Candidate: Date:

You will be notified when your nomination has been received.

Personal information provided in this form is collected as part of the school council election nomination process. The information may be used to determine your eligibility as a candidate. Your personal information may be disclosed as a result of inspection prior to the commencement of voting or at any time up to one year from the declaration of the poll.

Your name will be included in a list of school council candidates and nominators (where applicable) posted in a prominent position at the school and for candidates, on a ballot paper (where applicable).

Further, the name, membership category, gender, term of office, office held (if any) of school council members and notification whether the member is an employee of the Department will be forwarded to the Department of Education and Training by the principal by 30 April each year as a record of council membership and may be used for statistical purposes.

You can access your personal information by contacting the Principal on 5349 2305.

If you choose not to give some or all of the information requested, your nomination may not be accepted. If you have any queries about the school council nomination process, please contact the Principal

School Council Elections 2019

Schedule 5B Nomination Form for Parent Member Category

I wish to nominate the candidate listed below for an elected position as a parent representative on the Beaufort Secondary College School Council.

Name:

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Residential address:.....

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Contact Phone (Mobile or Landline):

Email:

I am the parent/guardian of, who is/are currently enrolled at this school.

The person I have nominated is the parent/guardian of, who is/are currently enrolled at this school.

The person I have nominated is an employee of the Department of Education and Training Development but not engaged in work at and for the school.

: Yes / No (please circle)

Name of Nominator: Signature of Nominator:

Date:

Candidate to complete

I accept the nomination and I am prepared to serve as a Parent member of the above-named school council. I hereby declare that am not an undischarged bankrupt, of unsound mind, currently serving a sentence for an indictable offence or registrable offender within the meaning of the *Sex Offenders Registration Act 2004*.

Signature of Candidate: Date:

You will be notified when your nomination has been received.

Personal information provided in this form is collected as part of the school council election nomination process. The information may be used to determine the eligibility of a candidate and nominator.

Your personal information may be disclosed as a result of inspection prior to the commencement of voting or at any time up to one year from the declaration of the poll. Your name will be included in a list of school council candidates and nominators posted in a prominent position at the school and for candidates, on a ballot paper (where applicable).

Further, the name, membership category, gender, term of office, office held (if any) of school council members and notification whether the member is an employee of the Department will be forwarded to the Department of Education and Training by the Principal by 30 April each year as a record of council membership and may be used for statistical purposes

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You may choose not to give some or all of the information requested; however, your nomination may not be accepted.

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