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2019 BAKEWELL PRIMARY INDEPENDENT PUBLIC SCHOOL

BOARD INFORMATION

22 February 2019

Dear Parents and Carers,

NOMINATION FOR SCHOOL BOARD MEMBERSHIP

As an Independent Public School, Bakewell Primary School is required to have an effective School Board. The Board has 11 members; with 6 of these members being parents of students enrolled at Bakewell. Parent members of the School Board bring to School Board meetings their experience as parents at the school, and the views and context of the wider school community.

BAKEWELL PRIMARY SCHOOL BOARD MEMBERS WILL:

- have a strong focus on strategic planning, monitoring and reporting;
- will work together with the Principal and School Leadership Team to create and achieve the long-term vision and direction for the school;
- involve the school community in the governance of the school to strengthen and support public education in the community; and
- maintain genuine autonomy at all stages of its dealings on behalf of parents, students, teachers and the wider school community.

BOARD MEMBER DUTIES

- Undertake relevant induction and training procedures as provided by the Board.
- Comply with the Board's Code of Conduct at all times.
- Consider, debate, and vote on issues before the Board on the basis of the best interests of the school and the students.
- Endorse the school's Business (Strategic and Operational) Plan, and other consequential arrangements (e.g. annual report).
- Regularly review and discuss the school's performance against the Business Plan ensuring that the school stays on track and is responsive to the needs of the community.
- Review and approve the school's annual budget and, where appropriate, systems for financial control and risk management.
- Promote the school in the community as opportunities arise.
- Support the school's community engagement activities.

NOMINATION CRITERIA

- To be eligible to stand for election:
 - *Parent members*: Must be a parent of a child currently enrolled at Bakewell Primary School.
- High level of commitment to Bakewell Primary School.
- Knowledge and skills in one or more of the following areas: education (including international education), networking and relationship building, governance, risk management, financial management, human resource management, fundraising, marketing and/or other areas relevant to the school and its strategic direction.
- Willingness to serve and actively participate on a sub-committee. (*sub-committees to be determined by Board*)
- Attendance at up to ten Board meetings per year, understanding that meetings are held outside of normal school hours, and usually on the 3rd Wednesday of each month (except during school holidays).
- Preparation for, and participation in, the discussions and the deliberations of the Board.
- Being informed of Bakewell's services and strategic goals as well as publicly supporting them.
- Being alert to, and avoiding, any conflict of interest.

BOARD MEMBER PROTECTIONS

Provided members of the Board act in good faith they will be indemnified by section 71M of the *Education Act* (NT).

To nominate for one of the available parent positions on the 2019 Bakewell Independent Public School Board, parents are invited to complete the "Expression of Interest - Nomination Form" and return it to the school by **close of business Thursday 7 March 2019**.

For more information please email admin.bakewell@ntschoools.net with the subject title School Board nomination.

We encourage all interested parents to apply.

Sincerely,

Cindy McLaren
Acting Principal



**BAKEWELL PRIMARY SCHOOL
INDEPENDENT PUBLIC SCHOOL
SCHOOL BOARD**

EXPRESSION OF INTEREST – PARENT NOMINATION FORM

Please return this form to the Front Office in a sealed envelope by Thursday March 7 2019.

Electronic nominations are accepted and can be sent to admin.bakewell@ntschoools.net with the subject title "School Board Nomination".

Section 1

Personal Details

Name _____

Occupation _____

Phone / Mobile _____

E-mail _____

Section 2 *(A brief statement outlining why you would like to join the School Board)*

Section 3 *(A brief statement of your skills, background and/or knowledge that will be of benefit to the School Board)*

Nomination Signature: _____

Date: _____