

# School councils and boards roles and responsibilities fact sheet

This fact sheet has been designed for members of councils and boards to understand their roles and responsibilities. Principals may provide this sheet to new or prospective members as part of the nomination or induction processes.

## Be part of our school council or board

The council or board of each public school works with the school community to achieve the best outcomes for students. Having quality members is a critical part of the process.

Members play an important role in contributing to good school governance so that school resources are used efficiently, and community expectations and the school's priorities reflect the needs of our students.

Ensuring diversity within our membership contributes to effective school governance, and leads to better informed decision-making, new ideas, opinions, solutions and stronger connections with the school community.

## Role of council and board members

- Parent members of council or boards bring their experience as parents at the school, as well as context of the wider school community.
- Student members of council or boards bring their experience as students at the school.
- Community members may bring expertise such as business skills that the council or board is looking for at that time.
- Department of Education employees bring their educational expertise.

## Governance functions

The functions of a school council or board are prescribed by the *School Education Act 1999* and the *School Education Regulations 2000*.

The functions are summarised as:

### Decision making

Some of the matters councils and board members may make decisions on include contributions and charges, book lists, sponsorship and dress codes. They make these decisions with the principal and others who ensure the decisions meet legislative and policy requirements.

### Informing

Principals also seek the perspective of councils and board members to understand local community views. Members also take part in establishing and reviewing the school's objectives, priorities and general policy directions.

### Promoting

Members positively promote the school in the community.

## What you won't need to do

- Take part in the management or day to day running of the school
- Discuss individual issues relating to teachers, staff, students or parents
- Represent specific interest groups, or permit special interests to dominate the agenda of the council or board
- Intervene in the educational instruction of students
- Exercise authority over teaching staff
- Performance manage the principal or any other Department of Education employee.