

Establishing the Hatton Vale State School Council

As a part of becoming an Independent Public School, the school is required to establish a School Council. The purpose of the School council is to:

- Monitor the school's strategic direction;
- Approve plans and policies of the school strategic nature and other documents affecting strategic matters, including the annual estimate of revenue and expenditure for the school;
- Monitor the implementation of the plans, policies and other documents mentioned above; and
- Advise the school's Principal about strategic matters.

The role and function of the School Council is different to that of the P&C Association, which focussed on the operations of the school tuckshop and uniform sales, fundraising, providing the school with additional resources and providing general advice to the Principal about various school matters.

The establishment of the School Council includes the following stages:

1. **School Council Constitution**- Consult with the school community and seek approval from staff and parents to develop and endorse a constitution.
2. **Membership Elections**- undertake elections of parent and staff representatives.
3. **Appointed Members**- Approach and appoint "Appointed Members" to join School Council
4. **Elect Chairperson**- Elect a Chairperson and Secretary
5. **School Council Training**- undertake training of the school council members to assist them to know what and how they can contribute effectively as individuals and as a council.
6. **Commence Work**- Prioritise and commence working on the modification, development and approval of the schools' strategic plans and; the monitoring of school progress and performance.

To establish the constitution of the School Council, the Principal must consult with the school community before holding meetings of parents and staff to vote to adopt the proposed constitution. Following the recent P&C meeting and Administration Team meeting, a proposed constitution has been developed based heavily on the model constitution provided to schools.

[HVSS Modelled Constitution](#)- available on school website from the 22nd of August 2017.

Approval to adopt this proposed constitution will occur at the following times through secret ballot.

Special P&C Meeting Date- Thursday 5th of October 2017

Special P&C Association Meeting in the school administration building. A regular P&C meeting will follow this special meeting.

Special Staff Meeting Date- Thursday 5th of October 2017

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The establishment of the School Council requires consultation to determine the size and makeup of the School Council. A range of each membership type allowed is indicated below. Ensuring appropriate representation of groups and maintaining a workable group size were key factors considered during the consultation with the P&C Association and School Leadership Team. The final position will be to establish a 7 member School Council as outlined below. While greater staff and parent representation is possible, the overall group size was considered a key reason not to increase the number of these elected positions.

Membership Type	Minimum Allowed	Maximum Allowed	School Decision	Comments
Principal	1	1	1	
P&C President	1	1	1	
Elected Parents	1	5	2	
Elected Staff	1	5	2	
Elected Students	0	2	0	<i>Not Applicable:- No students attend HVSS in years 10, 11. 12</i>
Appointed Members	0	2	1	
Total Members			7	