



St Monica's Catholic Primary School
High Street,
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Duty Statement

ROLE DETAILS

TITLE:	Member – St Monica's School Board
GROUP:	St Monica's School Board / Council (up to 12 members)
LOCATION:	91 High Street, KANGAROO FLAT
CRITICAL RELATIONSHIPS:	Canonical Administrator, Principal, Board Members, School Community

Nature and Scope

Organisation:

St. Monica's School is an integral part of St. Mary's Parish Golden Square. Our school community includes over 200 families, staff, students, our Canonical Administrator Very Rev Anthony Shallue and the wider Parish Community. Parents are encouraged to take an active role in our school through a range of options.

The school Board is the key consultative, accountability and advisory body to the Principal. The Board is accountable to the Canonical Administrator to whom he delegates responsibility to act on his behalf for ensuring the school is faithful to its mission. The school Board, working in collaboration with the Principal, oversees the implementation of the Charter of Sandhurst School Improvement (CoSSI) on behalf of the community. The school Board works within the not for profit and education sectors, functioning differently from corporate Boards that are financially or commercially driven. School priorities include the educational, spiritual and personal development outcomes of students.

Skills:

Board membership in Sandhurst schools includes Catholics, people of other faiths and people of no faith. Yet all Board members must be able to meet the following criteria;

1. Enthusiasm for and commitment to the mission of the Catholic school.
2. A genuine desire to be of service to the school community.
3. A willingness to learn more about and to promote the Catholic identity of the school.
4. The capacity and/or skills to contribute to the work of the Board.
5. The ability and willingness to work collaboratively and constructively with other members of the Board.
6. The ability to commit time to the work of the Board.
7. Willingness to act within the code of ethics for Board members.

Time Commitment:

The St Monica's School Board of Management currently meets on the third Wednesday of every month, not including an Annual General Meeting in March each year.

Meeting Location: St Monica's School Staff Room: 91 High Street, Kangaroo Flat

Meeting Time: Meetings commence at 6.00pm. Meetings rarely exceed 7.30pm, but this is determined by the agenda and the points for discussion.

Term of Office:

The Term of Office for a position within the St Monica's School is three (3) years, at which time the incumbent can decide whether they wish to seek re-election for a further term of office. The maximum period of office is set at two (2) consecutive terms (6 years).

Resources Provided:

- Copy of the Sandhurst School Education Board 'Charter for Governance'.
- St Monica's Catholic Primary School Strategic Plan.
- Copy of the St Monica's Catholic Primary School constitution.

Volunteer Benefits:

- Opportunity to work with a small team of like-minded people who are committed to the ongoing development of our school, so our teachers and students can fulfil their potential.
- Satisfaction from contributing to the future direction of the school and the growth of its Catholic identity.
- Develop a deeper understanding, through shared learning, of the governance responsibilities associated with a Catholic Primary School in the Sandhurst Diocese.