

Traralgon College School Council Election 2023

Traralgon College Council Call for Nominations and Election

Each year the school goes through the process of renewing membership for our College Council.

The College Council is comprised of:

- The College Principal
- Parent representatives who are elected by the parent community of the college.
- DET representatives who are elected by the staff of college, and
- Community representatives

Our constituting orders provide for a membership of up to 6 parent representatives and 2 community representatives.

We have 5 parent members and 1 community whose term of office has expired:

- Narelle Hocking (Parent)
- Janelle Duncan (Community)
- Heather Buttle (Parent)
- Jenny Galea (Parent)
- Melissa Scott (Parent)
- Amanda Boland (Parent)

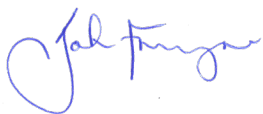
This year we have 6 positions available for nomination or election as part of the regular annual election cycle where parent representatives are elected for a 2 year term. Any parent representatives who have completed their current term of office and who have children continuing as students of the College are of course welcome to renominate to continue as council members. We also encourage people to apply for the community positions as they are an important part of running the School Council.

The following pages contain:

- Some general information for parents from the DET regarding school councils and parent involvement.
- The notice of election
- Nomination forms for either self-nomination or to nominate another parent.

It would be wonderful to have enough nominations to fill all the elected positions available this year. Please read the information and consider whether this might be a way for you to get involved in your child's schooling.

Please note that nomination forms are attached and completed nominations should be returned to the office at either campus no later than 4:00pm on 27/02/2023. You can also email the completed nomination form to traralgon.co@education.vic.go.au



John Freyne
Principal



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 constituted bodies that are given powers to set the key directions of a school within statewide 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?

For most school councils, 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 engaged in work 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** – members are co-opted by a decision of the council because of their special skills, interests or experiences. Department employees are not eligible to be Community members.

Generally, the term of office for all members is two years. The term of office of half the members expires 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 and may also find that their children feel a greater sense of belonging.

DO I NEED SPECIAL EXPERIENCE TO BE ON SCHOOL COUNCIL?

Each member brings their own valuable life skills and knowledge to the role. Councilors may need to develop skills and acquire knowledge in areas that are unfamiliar to them. 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.

HOW CAN YOU BECOME INVOLVED?

The most obvious way is to vote in the elections, which are held in Term one each year. However, ballots are only held if more people nominate as candidates than there are positions vacant.

In view of this, you might consider standing for election as a member of the school council encouraging another person to stand for election.

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 one each year. All school council elections must be completed by the end of March unless the usual time line has been varied by the Minister.

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.

Department employees whose child is enrolled in a school in which they are not engaged in work are eligible to nominate for parent membership of the school council at that school.

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.

Generally, 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



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- Be sure to vote in the elections

Contact the principal for further information.

Form 3: self-nomination form for parent member category

I wish to declare my candidacy for an elected position as a parent member on the 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.

Statement

I am an employee of the Department of Education and Training. Yes / No (please circle)

I am an employee of the school council. Yes / No (please circle)

I am 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 and have not been insolvent under administration within the last three years
- I am of sound mind
- I have not been found guilty of an offence that is, or would if committed in Victoria be, an indictable offence
- I am not a registrable offender within the meaning of the *Sex Offenders Registration Act 2004*.
- I am not suffering from any medical condition that would affect my ability to perform the role of member of a school council.

Signature of Candidate _____ Date _____ / _____ / 2023

You will be notified when your nomination has been received

The 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 (optional), 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: **5176 2240**

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.



Form 4: nomination form for parent member category

I wish to nominate _____ for an elected position as a parent member on school council.

Candidate's details

Name _____

Residential address _____

Contact phone (mobile or landline) _____

Email _____

Nominators details

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

Statement

The person I have nominated is an employee of the Department of Education and Training. Yes / No (please circle)

Is an employee of the school council. Yes / No (please circle)

Is engaged in work at and for the school. Yes / No (please circle)

Name of Nominator _____

Signature of Nominator _____ Date _____/_____/2023

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:

- I am not and have not been insolvent under administration within the last three years
- I am of sound mind
- I have not been found guilty of an offence that is, or would if committed in Victoria be, an indictable offence
- I am not a registrable offender within the meaning of the *Sex Offenders Registration Act 2004*.
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