Board member

#### Works with other members to ensure the school board functions in the best interests of the school and its students, and to make the board effective

|  |  |
| --- | --- |
| Board role | Responsibilities |
| **Compliance and administration** | * Work with the other members to meet the board’s responsibilities and obligations * Monitor and review: * school performance, including the school satisfaction survey and compliance checklist * student performance through school-based and other activities such as NAPLAN * Review the school’s application of Education Directorate policies * Approve school-based arrangements that implement Education Directorate policies * Make recommendations to the Director-General about school issues and implement Director-General directions * Act in line with the Education Act 2004 or other Territory law and in good faith (Note: members are not civilly liable for honest acts or omissions) |
| **Membership** | * Sign and abide by the Code of Conduct * Declare a real or perceived conflict of interest before the related board discussion happens * Elect a chairperson and deputy chairperson (Note: cannot be the principal, a staff member or a Board Appointed Member) * Decide if board appointments should be staggered * Appoint up to two Board Appointed Members * Appoint an acting member to fill a vacant role * Have one board member on a principal’s recruitment panel (Note: usually the chairperson) |
| **Liaison** | * Develop relationships between the school and the community (including community organisations) * Encourage parents and carers to be involved in student learning |

| Board reporting | Responsibilities |
| --- | --- |
| **Finance** | * Approve, monitor and review the school budget, ensuring that it is aligned with school priorities * Review and approve the school’s half-yearly financial statements * Approve the spending of voluntary financial contributions and any funds held in reserve * Publish a budget summary, 14 days after the board approves it, for the school community to access easily * Set policies for effectively and efficiently using school resources, including financial resources |
| **Strategic and action plans** | * Follow Education Directorate policies and requirements * Endorse the school’s strategic direction and priorities * Oversee the implementation of the five-year School Improvement Plan and annual Action Plan * Review the annual Impact Report |
| **General activities** | * Report on school performance via publication on the school’s website of the Annual School Board Report * Review and approve the school curriculum within the context of the Australian Curriculum and Director-General’s requirements * Review and approve proposals (at concept stage) for overseas student excursions considering needs for financial support and students with a disability |
| **For more information** | * <https://www.education.act.gov.au/public-school-life/get-involved-in-your-childs-school/school_boards> |

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