

Our Lady of the Sacred Heart Catholic Primary School Thursday Island

14/3/2017

Dear Members of the Our Lady of the Sacred Heart School, Thursday Island and Hammond Island,

Establishment of a school board

This year we are establishing a school board which will serve our two campuses on Thursday Island and Hammond Island. The school board will play an important role in advising our parish and school leadership on the future direction of our school.

The Board will be established under the authority of a constitution for parish school boards approved by the Diocesan Board of Governance - Education and the Bishop of Cairns, James Foley.

The constitution advises the board's responsibilities are

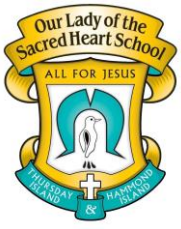
"To provide advice and counsel to the Parish Priest and Principal, as appropriate, on a wide range of school operational functions including, but not limited to:

- *strategic planning and school renewal*
- *budgets and financial management,*
- *staffing,*
- *curriculum and the school's educational program ,*
- *inclusive practices,*
- *capital works and school development,*
- *school maintenance,*
- *parent and family engagement,*
- *communication and marketing,*

while always having regard for diocesan and government requirements and areas relating to professional judgment."

While this role is largely advisory the school board also has some decision-making roles such as approving school policies that are consistent with Catholic Education Services policies.

The constitution advises that most members of the board will be parents, past parents or prospective parents of children at the school however there is scope for membership that strengthens broader parish and community links. Staff employed at the school are not eligible for membership.



Our Lady of the Sacred Heart Catholic Primary School Thursdays Island

The board will have between seven and 12 members with the Parish Priest, Parish Finance Council Chair and School Principal as ex officio members, as a result of holding that position. Other members will not represent particular interests but will be chosen according to the skills and experience they bring.

Our process from here during 2017 is:

- In Term 2, assisted by staff from Catholic Education Services in Cairns, we will be providing further information to the school community on our school board so that everyone has an understanding of where we are heading.
- Later in Term 2 and early Term 3 we will call for nominations. We may also approach some community members who might be interested.
- In Term 3, Catholic Education Services will assist us to run some information sessions for nominees as part of the board's formation process. After these sessions nominees will decide whether to proceed with their nomination.
- Late in Term 3 the nominations will be reviewed by the Principal, Parish Priest, the CES Director School Development and perhaps one other independent community representative. Letters of appointment will then be sent to new board members.
- The school board will have its first meeting either late in Term 3 or early Term 4.

As mentioned above we will be providing further information on the establishment of our school board early in Term 2.

As always please feel free to contact us in the meantime with any questions you have.

Yours sincerely

Fr Saju Thekkanath Joseph CFIC
Parish Priest

Sharon County
Principal