

Glendowie College



Quality Education Preparation for Life



What is a school board of trustees?

Every state and state-integrated school in New Zealand has a board of trustees.

Glendowie's Board consists of 5 parent elected trustee's, an elected staff representative, an elected student representative, the principal and the board secretary.

What do trustees do?

First and foremost a board is accountable for student progress and achievement to its parents and community. The board has the overall responsibility for the school. This includes legal obligations covering curriculum, property, personnel, finance and health and safety.

Here are some specific things the board does:

- Sets the strategic direction and long-term plans for the school and monitors the board's progress against them.
- Monitors and evaluates student progress and achievement.
- Oversees the management of staff, property, finances, curriculum and administration.
- Ensures that the educational needs and aspirations of Māori learners, Pasifika learners and learners with special education needs are identified, planned for and met.
- Fulfils the intent of the Treaty of Waitangi by valuing and reflecting New Zealand's dual cultural heritage.
- Appoints and supports the principal and assesses their performance.

What skills do trustees need?

Trustees are active leaders in their schools and need to work well in a team. They need to be open to and willing to hear others opinions, to consider these and then to challenge and be challenged on their views while contributing to discussions in a respectful way.

We need a balance of skills and experiences to ensure effective processes for planning, monitoring, reporting and reviewing the school's performance are in place. Some of the skills are listed on the next page.

Who can become a trustee?

Parents, caregivers and people from the wider community can be nominated for election to a school board. Your school will be happy to help you find out more about standing for election or nominating someone else.

How is a board elected?

The school staff and parents elect boards of trustees every three years.

All parents of students who are enrolled full-time in a state or state-integrated school can and should vote in the elections for parent representatives.

What help do school trustees get?

New Zealand School Trustees Association, provides free employment and governance advice, support and resources. NZSTA also provides a variety of professional development opportunities for trustees.

NZSTA ELECTION ADVICE LINE

0800 ELECTION (0800 353 284)

www.trustee-election.co.nz

electionsadvic@nzsta.org.nz

Glendowie College like every state and state integrated school in New Zealand is currently undergoing a trustee election process.

At Glendowie we are looking for 5 parent trustees although you do not need to be a parent to stand for election.

The full list of who is ineligible to stand in the election as a candidate is contained on the NZSTA Website www.nzsta.org.nz

The website also has an informative short video as well as all the other information with regards to becoming a school trustee.

Glendowie College has appointed Canterbury Education Services as our Returning Officer for this election.

A good range of competencies across our board is desirable.

It is not expected that everyone has all of these competencies.

GENERAL COMPETENCIES

Team players
Strategic and Analytical thinkers
Practical people
Good communication skills

JOB-RELATED COMPETENCIES

Strategic expertise
Financial understanding
Legal acumen
Risk management
People management
Knowledge of education industry

PERSONAL QUALITIES

Integrity
Curiosity
Courage
Interpersonal skills
Genuine interest in the school and its activities
Time

The board's agreed Code of Conduct is:

The board is committed to ethical conduct in all areas of its responsibilities and authority. Trustees shall:

1. Ensure the needs of all students and their achievement is paramount. Be loyal to the organisation and its mission.
2. Respect the integrity of the principal and staff.
3. Observe the confidentiality of non-public information acquired in their roles as trustees and not disclose to any other persons such information that might be harmful to the school.
4. Be diligent and attend board meetings prepared for full and appropriate participation in decision making.
5. Ensure that individual trustees do not act independently of the board's decisions.
6. Speak with one voice through its adopted policies and ensure that any disagreements with the board's stance are resolved within the board.
7. Avoid any conflicts of interest with respect to their fiduciary responsibility.
8. Participate in relevant professional development opportunities.
9. Recognise the lack of authority in any individual trustee or subgroup of the board in any interaction with the principal or staff.
10. Recognise that only the chairperson can speak for the board
11. Continually self-monitor their individual performance as trustees against policies and against any other current board evaluation tools.
