

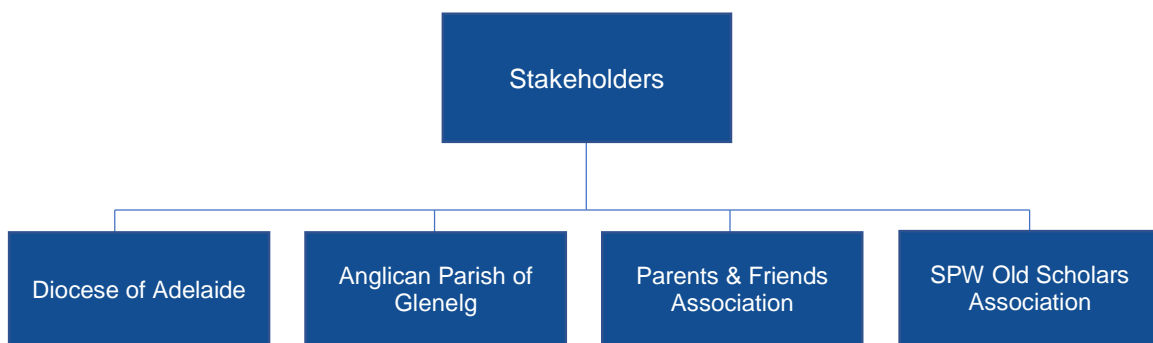
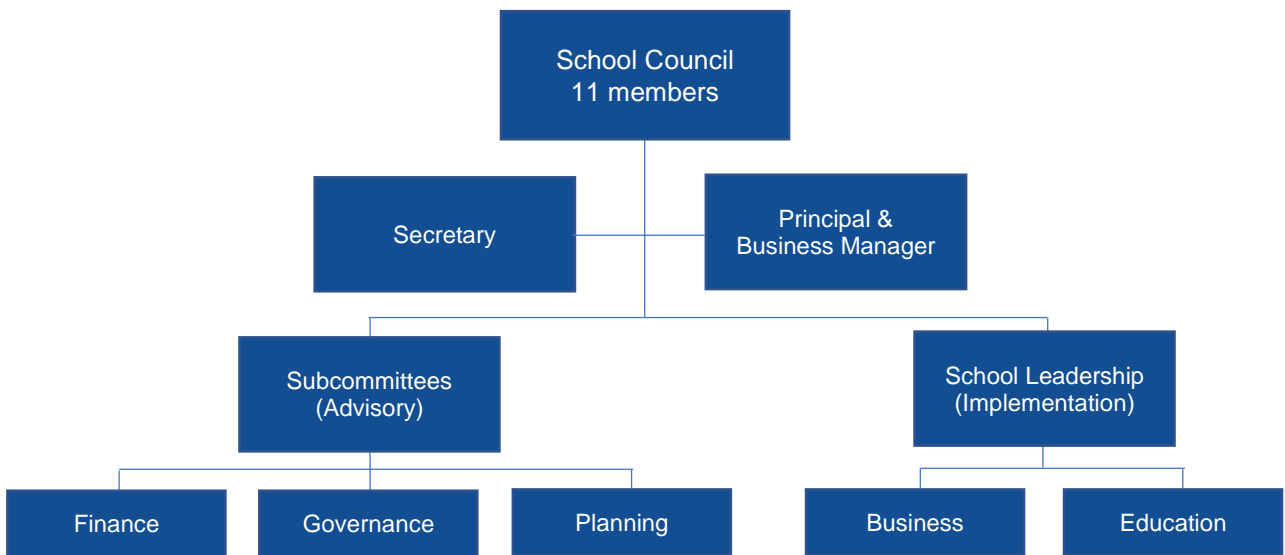
The Appointment of School Council and Committee Members

Processes for School Council

The environment in which schools operate has become increasingly complex for administrators and Directors alike. The increased regulatory burdens imposed in recent years have added to the costs and complexity of overseeing and managing new challenges from operational, regulatory and compliance perspectives.

It has never been more important for St Peter's Woodlands Grammar School ("the School") to have a passionate, competent, and qualified governing structure to Direct, Enable, and Protect the School.

Governing Structure



The School Council (Board of Directors)

Leads the School by setting a constructive tone and culture; approves strategies that are intended to build sustainable long-term value and growth for the School; selects and appoints the School Principal who oversees the senior management in operating the School's business. The School Council and Principal are responsible for managing the School's assets for long-term growth, assessing and managing risks, and setting the culture and strategy for the School.

The School Council has the legal responsibility for the control and management of the School, of all property held by the School, and the exercise of all or any of its powers vested in the School Council by its constitution.

The School Council is comprised of:

- Five Council-appointed members
- One person nominated by the Bishop of the Diocese of Adelaide
- One person nominated by the Parish Council of the Anglican Parish of Glenelg
- One person nominated by the St Peter's Woodlands Grammar School Parents and Friends Association
- One person nominated by the St Peter's Woodlands Old Scholars Association
- The immediate past Chair for one year only via School Council invitation
- The Rector of the Anglican Parish of Glenelg

and the following Ex-Officio Members (no voting rights):

- The Principal
- Business Manager
- Executive Assistant for the Principal (School Council Secretary)

Finance Subcommittee

The School's Finance subcommittee is the only constituted subcommittee. This subcommittee manages the relationship with the outside auditor, oversees the financial affairs, oversees the annual financial statement audit and internal controls over financial reporting, and oversees the School's financial risk management and compliance programs.

Subcommittees

The School Council creates subcommittees to provide expert recommendations, assist in information-gathering, undertake research, and interrogate solutions to specific tasks including both "monitoring" tasks (such as auditing, governance, and risk management) and "advising" tasks (strategic and asset planning).

The School Council has three subcommittees:

Finance	is constitutionally required, oversees the long-term financial plan, audit and budget processes of the School's business, and makes recommendations to the School Council on its financial performance.
Governance	maintains oversight of the system of rules, practices, and processes by which the School is directed and controlled, including succession planning and nomination processes.
Planning	develops, maintains oversight of, and monitors the School's strategic, buildings and grounds, marketing and development, and long-term financial plans.

School Leadership Team

- Implements the School Council's strategy and operates the School's business under the School Council's oversight, to produce sustainable long-term value creation; high-level academic results; high-performing staff; and meeting legal compliance requirements.
- Under the oversight of the School Council and its Finance subcommittee, produces financial statements that fairly present the School's financial results of operations and makes timely disclosures



to regulatory bodies, provides operational and strategic reporting on the operational aspects of the business.

How to Nominate?

School Council

Vacancies are called for approximately six months prior to them becoming vacant. Adhoc vacancies are published as soon as they become vacant.

Subcommittees

Expressions of Interest are accepted year-round.

Stakeholders

Stakeholders are advised approximately six months prior to scheduled end of term vacancies. Stakeholders have their own processes for selecting their nominee.

Notice of vacancies

The five council-appointed members and all subcommittee position vacancies, and accompanying role descriptions are published on the School website.

All appointments are for three years, with the possible extension of a further three-year tenure.

Area of Expertise

Being extraordinary is what St Peter's Woodlands does best, and that starts with good leadership, with a broad range of skilled people to help guide the School into the future, including maintaining a minimum of five (5) communicant members of the Anglican Church.

To help achieve this, the School Council maintains a skills matrix register to assist with the appointment of new members. The skills matrix includes the following areas:

- Education
- Finance
- Governance & Legal
- Marketing & Communications
- Information Technology
- Business & Strategy
- Human Resources & Culture

Ready to Start a Discussion?

Anyone wanting to discuss what it means to be a part of the St Peter's Woodlands Grammar School governing structure is encouraged to contact the School Council Chairperson or the Principal for further information.

Timeline for appointing new members

Once a nomination has been received, assessments are undertaken to ensure that a candidate is a fit and proper person to fill a vacancy. Security and personal checks are undertaken, including ASIC checks, working with children screening, and reference checks. All nominated appointments are required to be endorsed at a School Council meeting. This process may take up to six months.

