

Ave Maria College Board of Governance FAQs

What is the role of the Board of Governance?

The College Board of Governance plays an important role in providing support, advice and recommendations to the College Principal. In collaboration with the Principal, the Board of Governance is responsible for:

- Preserving the Catholic identity of the College
- Providing input for the development of the College's strategic plan
- Providing input for policy development and policy review
- Sponsoring a comprehensive curriculum which underpins the Catholic ethos of the College
- Ensuring the College's financial viability allows for future capital development and the provision of ongoing educational resources

The Board is concerned with College governance matters only and all other business related to the administration of the College is the responsibility of the College Principal.

Who is represented on the Board of Governance?

The College Board of Governance includes the following representatives:

- Three Delegated Canonical Administrators appointed by the Archbishop of Melbourne
- Executive Officer (College Principal)
- Five parent representatives
- Co-opted members appointed on a needs basis
- In attendance – College Business Manager and Board Minutes Secretary

The Board Chairperson, Deputy Chairperson and Board Secretary are annually elected by the Board.

How often does the Board of Governance meet?

The Board meets at a minimum of six times per calendar year. Meetings are held on the fourth Tuesday of the month during school term at 7.30pm in the College Boardroom. Papers are emailed to the members approximately seven days prior to the meeting.

What criteria are applied to being considered or selected as a parent representative on the Board of Governance?

The Board of Governance will review the key objectives of the College and identify what skills are needed to assist the Principal to achieve these objectives. The Board will review the role of existing Board members annually to identify any skill gaps.

How can I apply for a position on the Board of Governance?

An expression of interest for a vacant Parent Representative position on the Board is advertised via the College newsletter. Parents of current College students who have the skill sets required to fill the vacant position are welcome to express their interest to be considered for a position on the Board. A Board interview panel, led by the Chairperson and including two other Board members will interview Board aspirants.

How long is the term of commitment for a parent representative on the Board of Governance?

Board parent representatives serve on the board for two years. At the end of the two years, a Board member is free to re-nominate for a further term. In any given year, it is likely that there will be parent members ending their term on the Board.

What expectations are there of a parent representative on the Board of Governance?

Board membership requires a contribution of skill, time, creativity and collaboration. Members will be required to attend a Board induction at the beginning of each year.

There is an expectation that Board Members read all relevant Board documentation prior to meetings and attend scheduled meetings. It is expected that members make a positive contribution to the business of the Board. This includes listening respectfully, joining in discussions and fully supporting decisions of the Board.

At various times, a Board member is invited to serve on a Board subcommittee or a Board working party. The roles, responsibilities and reporting requirements for each subcommittee/working party are outlined in individual Terms of Reference which includes the number and frequency of meetings.

As a Board member you may be required to represent the Board of Governance at official College functions.

As a parent of a current College student, are there opportunities to join a Board of Governance working party that could suit my expertise, experience and availability?

From time to time the College may call on specific 'parent expertise' to assist with projects and/or initiatives being considered by the Board. A Working Party will be issued a broad approved specific Terms of Reference and a mandated timeline to complete its work.