

- (c) providing membership on the panel which recommends the appointment of a Principal in accordance with CECWA policy;
- (d) disseminating information about the School and about Catholic education to persons and organisations in the School Community;
- (e) liaising in all matters relating to the financial management of the School with persons and organisations in the local Catholic community;
- (f) managing all the finances associated with the School; and
- (g) advising the Principal with respect to School policy.

The functions of the Board may be varied following appropriate consultation and the approval of the Director.

Specifications of the above functions are given in Sections 12-15 of this Constitution.

8. MEMBERSHIP OF THE BOARD

8.1 Criteria for membership of the Board shall be:

- (a) possession of special skills that will be an asset to the Board;
- (b) a deep interest in the welfare of all students and staff;
- (c) a desire to give service to the Catholic School Community;
- (d) a keenness to promote Catholic schooling;
- (e) an ability to work cooperatively and constructively with all other members of the Board; and
- (f) a sufficiency of time to devote to Board duties.

8.2 The Board shall comprise:

- (a) the Principal of the School as an Ex-Officio member;
- (b) a priest as an Ex-Officio member, either for a primary Parish School – the Parish priest or for a secondary School/diocesan School – a priest nominated by the zone of priests or another arrangement approved by the Bishop;
- (c) between four and six persons elected in the manner provided in Section 9 of this Constitution;
- (d) in a Parish School, one person nominated by the Parish Council of the Parish in which the School is situated;
- (e) one person nominated by the Parents and Friends' Association related to the School; and
- (f) not more than two (additional) persons may be co-opted by the Board members in meeting for a period of up to two years, if such appointments are considered desirable or necessary.

8.3 In addition to 8.2 the Director may appoint an additional member to the Board and may dismiss or replace that member.

8.4 Membership of the Board shall be for a period of two years except for Ex-Officio members.

8.5 No member other than Ex-Officio members can serve more than six consecutive years.

8.6 Should a position of elected member of the Board become vacant the Board shall have the power to co-opt a replacement until the next election.

8.7 Any elected or Board appointed member may be

removed from office by formal resolution passed at a properly convened meeting of the Board at which at least four-fifths of those present vote in favour of the removal.

8.8 Any elected, nominated or Board appointed member who shall be absent from two consecutive meetings of the Board without apology, shall be contacted by the chairman and advised that if the member is absent from a third consecutive meeting he/she shall be deemed to have vacated his/her position.

8.9 No person or spouse of a person employed by the School is eligible for nomination, election or appointment to the Board except at the discretion of the Director. The Principal is an Ex-Officio member of the Board.

8.10 The Board, with the approval of the School Principal, may invite the School bursar to attend meetings as appropriate.

8.11 The membership of the Board may be varied with the approval of the Director.

9. THE ANNUAL MEETING OF THE SCHOOL COMMUNITY AND ELECTION OF BOARD MEMBERS

9.1 The Board shall conduct a meeting to be called "the School/ College Board Annual School Community Meeting" each year between the months of November in one year and February of the following year inclusive.

The Board shall, at least 14 days prior to the meeting, by such written published notice as it considers reasonable and appropriate in the circumstances (eg. advertise in the School and Parish newsletters), invite all persons who are:

- (a) parents of present students at the School; or
- (b) parents of past students of the School, or
- (c) adult past students of the School; or
- (d) adult members of the Parish in which the School is situated; or
- (e) staff currently employed at the School; or
- (f) current Board members; or
- (g) such other persons as the Board may deem fit to invite to the meeting.

9.2 The sole purposes of the meeting shall be:

- (a) the election in the manner provided for in this clause of persons as members of the Board for the ensuing two year period;
- (b) the presentation of a report by the Board chairman as provided for in this Section 9.4; and
- (c) the presentation of a budget for the ensuing year.

9.3 At least 14 days prior to the meeting the Board shall:

- (a) prepare a complete list of the names of current members of the Board to give to the meeting;
- (b) indicate which, if any, members are eligible for re-election;
- (c) determine the number of elected members to be included on the Board;
- (d) determine the method of nomination for election to the Board;