



The Montessori School, Kingsley Inc

Board Nomination Form 2024

NOMINATIONS ARE CALLED FOR THE POSITIONS OF MEMBER OF THE BOARD OF THE MONTESSORI SCHOOL, KINGSLEY, IN ACCORDANCE WITH CLAUSE 31 OF THE ASSOCIATION'S CONSTITUTION.

Nominations for the Board may only be made on this form and each nomination must include the name and signature of the person nominated, plus the names and signatures of the persons who propose and second the nomination. All three must be members of The Montessori School, Kingsley, Inc.

Please complete and return your nomination:

- In person: The Montessori School, 18 Montessori Place, Kingsley
- By post to: Post Office Box 194, Landsdale, WA 6065
- By email to: admin@themontessorischool.wa.edu.au

Nominations close on Friday, 14 June 2024, 5:00pm. Nominations received after this date cannot be accepted under the Constitution of the Society. Elections for the Board will take place at the Annual General Meeting of the Association held on Monday 17th June 2024 at 7:30pm.

Name of person nominated: _____

Address: _____

Signature: _____

Date: _____

Proposed by: _____




Signature: _____

You can obtain additional copies of this form The Montessori School Kingsley Office.

CONTACT US:

18 Montessori Place Kingsley, WA 6026
Post Office Box 194, Landsdale, WA 6065
P 08 9409 9151
E admin@themontessorischool.wa.edu.au
W themontessorischool.wa.edu.au

FIND US:

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The position of Board Director requires commitment to the School and includes the following duties:

- Attend Board meeting once a month (usually held at the School between 7pm to 9/10pm) which includes prior reading of the Board pack, and participating constructively in the discussions
- Review and provide comments on Board documents (e.g. budget, policies, reports from sub-committees, letters to the School community)
- Participate in the development and review of Board and/or Board sub-committee documents (e.g. strategic plan, risk register, policies, reports)
- Provide a Police Clearance prior joining the Board
- Sign and adhere to the Board Code of Conduct.

Board Directors are legally accountable for (see full details in Clause 48 of the current Constitution)




- a. the development and implementation of a strategic plan for the School;
- b. the risk management of the School (e.g. financial, operational, reputational, legal, student safety, welfare and wellbeing);
- c. ensuring the quality of the educational programs of the School and the development and implementation of effective processes for planning, monitoring and achieving improvements in student learning;
- d. the effective management of the School's financial resources and determining the application of the total financial resources available to the School including the regular review of the budget;
- e. compliance with all written and other laws that apply to and in respect of the School and the operation of the School.

If you would like more information on the roles and duties of members of the Board, please contact the Chair of the Board, Angela Chew: chair_board@themontessorischool.wa.edu.au

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