



ST BEDE'S COLLEGE

2 Mentone Parade

Mentone Vic 3194

Tel: (03) 9582 5999 Fax: (03) 9582 5757

E: stbedes@stbedes.catholic.edu.au

W: www.stbedes.catholic.edu.au

ABN 59 127 195 135

20th March 2014

Dear Year 7 & 8 Parents

RE: MEMBERSHIP OF THE ST BEDE'S COLLEGE BOARD

St Bede's College is governed by an Incorporated Board which is legally responsible for the delivery of education to families in our catchment area designated by the Melbourne Catholic Education Office. The College Board has a Chairperson and 6-8 members to whom the College Principal is responsible for the good leadership and management of the College. The Principal is accountable to the Board and reports to them regularly.

The College Board meets 8-9 times during the year and at present has two sub-committees which meet before each Board meeting. The two sub-committees are:

1. Policy and Planning Committee:

In brief, the Policy and Planning Committee develops policies for the College in line with Government and Catholic Education regulations. They are responsible for recommending the strategic direction of the College.

2. Finance and Property Committee:

The Finance and Property Committee establishes and monitors the budget while also being responsible for all matters in relation to building and maintenance.

Both Committees are active and present reports and plans to the Board meetings for discussion and implementation by the Principal and staff.

The terms of a number of existing members are due to expire and the Board is **actively seeking** new members to either serve on a Committee or the College Board, normally for a minimum period of three years. Expressions of Interest are being sought by the Chair of the Board for future membership. A broad range of knowledge and skills among members is important if the Board and the Committees are to be effective – in areas such as education, finance, law, strategic planning, public relations, workplace relations, project management, marketing etc. The list is extensive!

Should you wish to indicate your interest please complete the attached form and return it to the College by May 1st 2014. If you require further information please feel free to contact the College Principal who would be most happy to respond to any questions. Once Expressions of Interest have been finalised, contact will be made for further clarification and discussion before a commitment is finalised.

Yours sincerely

Br Garry Coyte FSC
BA, Dip Ed, Grad Dip Arts (RE)
M.Ed Adm., M.Ed Leadership
PRINCIPAL

ATTACHMENT: Expression of Interest Application Form



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EXPRESSION OF INTEREST APPLICATION FORM COLLEGE BOARD & SUB-COMMITTEES

Please tick one or more of the following:

College Board - (Usually Wednesdays at 7pm)

and/or Sub-Committee(s):

Property and Finance Committee - (Usually Wednesdays at 7:30pm)

and/or

Policy and Planning Committee - (Usually Wednesdays at 5:30pm)

Personal Profile:	
Name:	
Contact Details:	Street Address:
	Suburb: Post Code:
	Home Tel: Work: Mobile:
Personal Background:
Reasons for Interest:

**Please return this completed form
to the College Office by May 1st 2014
or email to principal@stbedes.catholic.edu.au**