Schedule 5: Application to change the size or

**composition of school council (formerly Schedule 9)**

**Request to change the size and/or configuration of the school council:**

|  |  |
| --- | --- |
| School name |  |
| School number |  |
| School address |  |
| Postcode |  |
| Telephone |  |

The school council of this school requests an amendment to Ministerial Order (Constitution of Government School Councils) 2020, to change the size/composition of the school council.

**Current school council size (according to constituting Order)**

*Note: Does not include student or nominee members.*

|  |  |
| --- | --- |
| **Category** | **Current number under Order** |
| Parent category |  |
| School employee category |  |
| Community member category |  |

**Proposed new school council size** *Note: Does not include student or nominee members.*

|  |  |
| --- | --- |
| **Category** | **Proposed number** |
| Parent category |  |
| School employee category |  |
| Community member category |  |

|  |  |
| --- | --- |
| At the school council meeting held on (date): |  |
| **The proposed amendment was approved by:** *Please mark the relevant box with an X.* | |
| A minimum of 75 per cent of the total school council (*i.e. total size according to the constituting Order*). |  |
| Less than 75 per cent of the total school council and an exemption from the minimum 75 per cent majority vote requirement is requested.\* |  |

*Please ensure that the reason/s for the exemption request are included with the reasons for the change in the section below.*





|  |  |
| --- | --- |
| **Number of school council members present:** |  |
| **Number of school council members who voted in favour of the proposed amendment:** |  |

|  |  |
| --- | --- |
| **Reason/s for the requested change** *Please choose from below options. (Mark with X)* | |
|  | **Option 1:** Declining school enrolments over a number of years resulting in inability to fill positions |
|  | **Option 2:** Growing school enrolment numbers and desire for greater representation on council |
|  | **Other reason/s:** Please explain |
| **Reason/s for the exemption request *(if applicable)*** *Please choose from below options. (Mark with X)* | |
|  | **Option 1:** The minimum 75 per cent majority vote could not be achieved as the council has a number of vacancies it has been unable to fill. |
|  | **Option 2:** The minimum 75 per cent majority vote could not be achieved as a member / or members of council were unable to attend the meeting. |
|  | **Option 3:** The minimum 75 per cent majority vote could not be achieved as the council has a number of vacant positions **and** a member / or members of council were unable to attend the meeting. |
|  | **Other reason/s:** Please explain |

|  |  |
| --- | --- |
| **Principal’s name** |  |

|  |  |
| --- | --- |
| Signature |  |
| Date |  |

Email the completed Schedule 5 form to the School Operations and Governance Unit, Schools and Regional Services via email at: [school.council@education.vic.gov.au](mailto:school.council@education.vic.gov.au)



