

School Governance and Appointed Boards

An Appointed Board of Trustees will govern the continuing school and the newly merged school until an election for a Board of Trustees for the newly merged school takes place. This has to occur within three months from the date of merger. This fact sheet provides information on the selection and role of the Appointed Board, as well as likely timeframes for the Appointed Board to be in place. It also provides timeframes for the elected Boards of closing and merging schools to be in place.

The role of the Appointed Board is to govern the continuing school during the interim period* and to implement the merger decision. This includes setting the initial vision and goals for the newly merged school, appointing a principal and staff for the school and making sure that all students are able to make the best possible start at the school. The Appointed

Board will have an independent chair. The independent chair will be someone that has strong governance knowledge and experience, has successful leadership experience, is not connected to any schools (affected or indirectly affected) and does not live in the communities affected by the merger. A governance facilitator** will support the Board during this time.

	Closing school	Merging schools	
		Continuing school	Merging school/s
6 June	Newly elected Board takes office	Newly elected Board takes office	Newly elected Board takes office
Week 10 - 16 June	Change manager appointed	Ministry will meet with the Board to discuss how expressions of interest will be sought for the Appointed Board. Expressions of interest sought from current elected Board members, and if not enough interest, from the wider school community. Ministry advertises for expressions of interest for independent chairs. Change manager appointed.	Ministry will meet with Board to discuss how expressions of interest will be sought for Appointed Board. Expressions of interest sought from current elected Board members, and if not enough interest, from the wider school community. Ministry advertises for expressions of interest for independent chairs. Change manager appointed.
24 June		Expressions of interest for Appointed Board members and independent chairs close.	Expressions of interest for Appointed Board members and independent chairs close.
Mid July		Minister makes decisions about the composition of Appointed Board and the independent chair.	Minister makes decisions about the composition of Appointed Board and the independent chair.



	Closing school	Merging schools	
		Continuing school	Merging school/s
Mid July	Final decision is gazetted.***	Final decision, composition of Appointed Board and date of the start of the interim period* gazetted.	Final decision and date of the start of the interim period* gazetted.
Mid July		Elected Board informed by letter of the: <ul style="list-style-type: none"> » composition of the Appointed Board » independent chair » date the Appointed Board will take office and that the elected Board will go out of office. 	Elected Board informed by letter of the: <ul style="list-style-type: none"> » composition of the Appointed Board for the continuing school » the independent chair » the date the Appointed Board will take office.
Mid/late July		Training for Appointed Board members and independent chairs.	
Late July		Appointed Board takes office.	
Late July/Early August		Governance facilitator appointed.	
Date of closure/ merger	Elected Board cease to exist.		Elected Board cease to exist.
		Newly merged school	
Within three months of merger		Elections take place for Board of Trustees. The date the elected Board of Trustees take office, the Appointed Board ceases to exist.	

* The interim period starts on the day specified in the Gazette notice and ends on the day the elected Board of Trustees for the newly merged school takes office.

** See further information about the governance facilitator in the fact sheet called *Change managers, residual agents and governance facilitators*.

*** If possible the final decision, the date the interim period will start and the composition of the Appointed Board will be gazetted at the same time. This may not be possible in all cases.

