



## Governing Council Training

“ Lots of information. ”

“ Session was very useful in clarifying aspects. Very relevant. Well presented. ”

“ I enjoyed the session. Very knowledgeable. ”

“ Nicely timed, very informative and appreciated the relevant examples. Kept on track and on time. ”

“ Hearing from another parent and volunteer resonated with us. It was good to finally hear from someone we could have faith in. ”

“ Clear and precise. The trainer was happy to go over things quickly or in greater detail as required. ”

“ Good session. Thanks. ”

“ The session was adapted to the needs and skills of the attendees. ”

“ Interesting and well presented. ”

“ Great real life examples from another parent's personal experiences. ”

“ Really interesting - lots of relevant information and new stuff too! Format was great - easy to ask questions when they arose. ”

**There's only weeks left in the 2015 school year. Most Governing Councils hold their AGM and induct new members in Term 1 - book your training for 2016 now!**

Call SAASSO on 8223 2266 or email [admin@saasso.asn.au](mailto:admin@saasso.asn.au) to discuss your council's training needs.

## Introduction to Governance

As a governing councillor, you determine the strategic direction of your school. You develop its policies, approve and monitor its budget and run its OSHC and Canteen.

This session provides a comprehensive overview of the role of your Governing Council.

### Session covers:

- What is Governance?
- Role of councillors
- Council membership
- Legislated requirements
- Roles of the Governing Council
- Policy
- Site Learning Plan
- Police checks
- Committees
- Responsibilities as an employer
- Role of the Principal

### At Your School

**Date:** Up to you

**Time:** Up to you

**Duration:** 2 1/2 hours

**Rate:** \$495 – flat rate (plus gst)\*\*



## OSHC

Out of School Hours Care has been the fastest growing form of childcare for the last decade. It is vital to meet the needs of our modern society.

Under SA law, the Governing Council is the legal operator of an OSHC service in a state school.

As such you are also the employer of all staff at your OSHC.

You must also satisfy the national Quality Assurance system.

Whether you are considering starting an OSHC or already have one in your school, this session will help you deliver a service that meets the needs of your community.

### Session covers:

- Role of the Governing Council
- Role of the Principal
- Role of the OSHC Director
- OSHC Committee
- Financial Management
- Quality Assurance Program
- National Standards
- Child Care Benefit Funding
- Employment and Contracts
- Employment Selection Process
- Priority Access
- OHS&W
- Police Checks

### At Your School

**Date:** Up to you

**Time:** Up to you

**Duration:** 2 1/2 hours

**Rate:** \$495 – flat rate (plus gst)\*\*

## Meeting Procedures

Do you know when to call a “point of order”, or the difference between substantive and procedural motions? If not, this program is for you.

Regardless of how informal or formal your meetings, the information in this session will help your meetings run smoothly, deal with the business at hand, satisfy legislative requirements and guarantee every voice is heard.

The session also covers your Annual General Meeting and Code of Conduct.

### At Your School

**Date:** Up to you

**Time:** Up to you

**Duration:** 2 hours

**Rate:** \$345 – flat rate (plus gst)\*\*



## School Budget

In South Australia’s state schools, the Governing Council is responsible to the Minister for Education, for the School Budget.

The Governing Council develops, approves, monitors and reports on the school budget to both the Minister and the school community.

### Session covers:

- Funding Model
- Revenue
- Expenditure
- Budget Development Process
- Materials & Services Charge
- Salaries
- SASIF
- Role of Treasurer
- Role of Finance Advisory Committee
- Governing Council Report
- Annual Reporting

### At Your School

**Date:** Up to you

**Time:** Up to you

**Duration:** 2 1/2 hours

**Rate:** \$495 – flat rate (plus gst)\*\*

### Terms & Conditions

\*A surcharge applies to Governing Councils which are not SAASSO affiliates.

\*Fees are based on metropolitan area. Negotiated fees may apply for some regional areas.

All training is subject to availability.

Fees and programs are subject to change, without notice.