

### **How much time is required?**

As a trustee you are part of a team, so responsibility for the work of the Board is shared. At Bluestone, monthly meetings occur on the fourth Wednesday of the month; typically 2.5 to 3.5 hours.

Bluestone is committed to ongoing professional development for staff and trustees. Free training is provided by the New Zealand School Trustees Association (NZSTA) locally at different times throughout the year (mainly evenings for 1-2 hour sessions).

### **Why should I become a trustee?**

Just by standing, you are demonstrating your commitment to the students of Bluestone and their education. Putting your name forward shows how much you value our children's education. Sitting on the board helps everyone. You make important decisions about Bluestone and you learn new skills and get to know new people.

### **How can I get a better idea of what might be involved?**

Meetings are open to the public (other than when matters that are particularly sensitive and require privacy). You can find out what being a trustee is like by attending a meeting as an observer, or talking to the board's chairperson or one of the trustees.

### **Where to now? The Election process in short**

Bluestone will appoint a Returning Officer who manages the entire process commencing with the call for nominations based on parent trustee vacancies (3 usually every 18 months). Nomination forms are available from the school.

If the number of nominations (candidates) is equal to or less than the vacancies, the Returning Officer will declare the candidates appointed as parent trustees. If more candidates than vacancies, then candidates will be encouraged to complete a profile for inclusion in the voting papers.

Bluestone will communicate the election process in its newsletter and website including candidate profiles. Candidates are welcome to discuss with parents why they consider they should be elected.

Voting papers and candidate profiles will be posted to every parent of a child at the school. Votes are counted once the election poll has closed and the results made public.

### **Further Information available from;**

#### **Bluestone School**

03 684 3706

*Ask for the Chairperson to give you a call*

[www.bluestone.school.nz](http://www.bluestone.school.nz)

#### **New Zealand School Trustees Association**

0800 STAHELP (0800 782 435)

[www.trustee-election.co.nz/](http://www.trustee-election.co.nz/)

[www.nzsta.org.nz](http://www.nzsta.org.nz)



*Instilling a desire to excel in a  
challenging, ever changing world*

## **INFORMATION FOR PARENTS CONSIDERING THE ROLE OF BOARD TRUSTEE**



### **What is a Board of Trustees?**

All of New Zealand's state and state-integrated schools have a board of trustees. The board of trustees is the crown entity responsible for the governance and the control of the management of the school.

The board is the employer of all staff at **Bluestone and Timaru Technology Education Centre (TTEC)**, is responsible for setting the school's strategic direction in consultation with parents, staff and students, and ensuring that it provides a safe environment and quality education for all its students.

The Board is also responsible for overseeing the management of personnel, curriculum, property, finance and administration.

### **Who sits on a Board of Trustees?**

At Bluestone, our board membership includes;

- six parent elected trustees,
- the Principal of the school, and
- one staff elected trustee.

Trustees are elected by the parent community and staff members. The board can also co-opt additional trustees.

### **What questions do trustees seek to answer?**

- What does the community want for our school?
- What can we do to make our school better?
- What are our priorities?
- How can we achieve our goals?

### **How are trustees elected?**

Boards of trustees must hold elections for parent and staff trustees every three years (triennial election). A board may also decide to adopt a mid-term (staggered) election cycle where half the parent representatives are elected at a mid-term election (18 months after the triennial election) and the remainder are elected at the triennial election. Bluestone has adopted this staggered cycle for three trustees per cycle to be elected.

Trustee elections are the biggest democratic event in New Zealand, with more than 14,000 parent representative positions to be filled across 2,700 state and integrated primary, intermediate and secondary schools. All parents and care-givers of students enrolled at a school are eligible to vote.

### **Could I be a trustee?**

Yes, if you:

- Care about your child's education, and the education of all students at the school
- Want to help make decisions about the vision and direction of Bluestone/TTEC
- Are willing to share your skills and experience
- Can work as part of a team

### **What would I have to do?**

Boards of trustees make crucial decisions about the governance and direction of our schools. As a trustee you will:

- Evaluate educational achievement at your school,
- Make decisions about direction and priorities that support the teaching and learning in the school,
- Make decisions that take into account the needs of all students including disciplinary action referred to the Board by the Principal,
- Delegate powers to the Principal, and
- Ensure that the school is communicating effectively with the community.

### **What would I be responsible for?**

Boards ensure that their school meets the legal requirements set out in the National Education Guidelines issued by the Ministry of Education. These include National Curriculum Statements, plus the National Education Goals (NEGs) and the National Administration Guidelines (NAGs). These cover key areas such as:

- Student Achievement, Teaching and Curriculum
- Strategic Planning and Self-review,
- Employment and Personnel,
- Financial and Property Management, and
- Health and Safety.

Within the bounds of this framework, boards can choose how they want their school to develop.