# APPENDIX D Application to form a joint council or board

**Please attach:**

- **the draft Terms of Reference for the new joint council or board**
- **a letter that explains the benefits of a joint council or board for the schools and the consultation that has occurred between the school communities.**

**SCHOOL:**_____

Parent/community representative:_____ Date:_____

Principal:_____ Date:_____

**SCHOOL:**_____

Parent/community representative:_____ Date:_____

Principal:_____ Date:_____

**Nominated principal**: Regulation 108(5) provides that one of the principals is to be nominated to take responsibility for filling council or board vacancies and conducting elections. The principal of

_____ School is the nominated as per reg. 108 (5).

**REGIONAL OFFICE** :_____

Application supported: YES ☐ NO ☐ (Please attach statement if appropriate.)

Regional Executive Director:_____Date:_____

**LEADERSHIP INSTITUTE**

The council's or board's constitution is compliant with the *School Education Act 1999 (WA)* and the School Education Regulations 2000: YES ☐ NO ☐

Gazettal notice attached: YES ☐ NO ☐

Director, Leadership Institute:_____Date:_____

**DEPUTY DIRECTOR GENERAL, SCHOOLS**

I nominate the principal of _____ School for the purposes of regulation 108(5).

Signature:_____

Date: _____

**OFFICE OF THE MINISTER FOR EDUCATION**

MINISTER FOR EDUCATION Application approved: YES ☐ NO ☐

Signature:_____

Date: _____

**LEADERSHIP INSTITUTE**

School Notified YES ☐ NO ☐

Manager System Performance notified YES ☐ NO ☐


*All policy and procedural statements contained within this document are lawful orders for the purposes of section 80(a) of the Public Sector Management Act 1994 (WA) and are therefore to be observed by all Department of Education employees.* (cc) BY